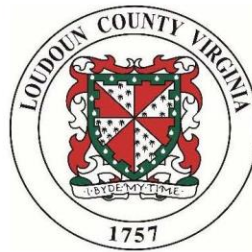


**Loudoun County, Virginia
Community Development Block Grant Program**

***Proposed*
2019-2020 Annual Action Plan**



**Program Year Sixteen
July 1, 2019 – June 30, 2020**

Loudoun County Department of Family Services
102 Heritage Way N.E., Suite 103
P.O. Box 7400
Leesburg, Virginia 20177
(703)777-0353 V/TTY



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Prepared by the

Loudoun County Department of Family Services

102 Heritage Way, NE, Suite 103
Leesburg, Virginia 20176
703-777-0353 (V/TTY)

Glenda M. Blake, Director

Staff Team

Sarah Coyle Etro, Assistant Director
Sandra Berrios, Accounts Assistant
Colleen Stiles, Finance Manager
Lynn Ruths, Financial Accountant

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This Proposed Annual Action Plan (Plan) covers the period July 1, 2019 through June 30, 2020, which is Loudoun County's sixth year of the 2014-2018 Consolidated Plan. The two-year extension of this Consolidated Plan was approved by the U.S Department of Housing and Urban Development (HUD) in June 2018 in an effort to facilitate a coordinated regional submission of the Analysis of Impediments to Fair Housing. The new Consolidated Plan is due May 2021.

A draft of this Plan is made available for public comment and will be the subject of a Board of Supervisors' public hearing on March 13, 2019. Public comments on the proposed Plan are incorporated into this Plan. The Plan, which includes an estimated HUD CDBG funding allocation of \$1,000,000.00, also includes a funding contingency; both need to be approved by the Board in order to guide the process of adjusting project funding upon receipt of the actual CDBG grant award from HUD. The contingency plan recommended by the Family Services Advisory Board states that any additional or lesser funding than the estimated \$1 million, will be allocated according to the original awarded percentage of funding; and, if all projects are funded 100%, funds will be allocated to the Middleburg Community Center Project. Furthermore, if the actual HUD award provides a significant increase for each project above the contingency plan, the remaining amount will be allocated to the Loudoun County Home Rehabilitation 2018 Capital Project, originally awarded in federal fiscal year 2018. It is anticipated that in May 2019 HUD will release the actual funding allocation amount for Loudoun County.

It is anticipated that the final Plan, including project recommendations and contingency plan, will be approved by the Board of Supervisors at the April 18, 2019 Business Meeting. The Loudoun County Program Year 16 CDBG Projects address a broad range of needs throughout the County and serve a significant number of low and moderate income residents. These Projects also meet the national objectives and eligibility requirements of the CDBG program.

The amount of \$11,976,448 in additional federal, state and local funding is expected to be available to provide decent, safe and affordable housing, establish and maintain a suitable living environment and expand economic opportunities, especially for low and moderate income persons in Loudoun County.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Please see section AP-20 for details.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Loudoun County received its fourteenth Community Development Block Grant allocation of \$1,158,986 for Fiscal Year 2017-2018. Eight (8) projects were funded during this year. Six (6) of the projects were public service projects addressing health needs, job counseling and employment, case management and self-sufficiency classes to needy families, and homelessness prevention for low income individuals and families. The two capital projects included funding the long-term lease of a community services center serving low-income and at-risk children and families in eastern Loudoun and the acquisition of three homes and their disposition to low-income Loudoun qualifying families.

All of the projects benefitted primarily low and moderate income residents. Over 3400 persons were direct beneficiaries of CDBG-funded activities. Highlights of significant accomplishments during 2017 - 2018 include:

- A facility was secured through a long-term lease for a community center offering a variety of services in an economically distressed community; over 2100 low-income and at-risk persons were served during the year with a wide array of services for families and children.
- Three homes were purchased and rehabilitated by a non-profit organization and sold to low-income families.
- Dental care services were provided to 517 low-income adults and older adults.
- Prescription assistance was provided to 200 Loudoun County residents with extremely low to moderate income.
- Job search assistance, case management and job placement services were provided to 130 unemployed and under-employed persons.
- Intensive case management was provided through a home-visiting program to a total of 464 persons in low-income, at-risk families.
- Homeless prevention assistance (with expenses associated with emergency hotel accommodations and case management) were provided to 34 young adults (ages 18-24).

Loudoun is currently in its fifteenth year (2018-2019) as a CDBG entitlement community. A total of eight projects were funded. The three capital projects include the acquisition and disposition of existing homes to qualifying low income families, the long term lease of a center that houses various programs for low-income families and adults, and pedestrian and local bus access improvements in the Town of Leesburg. The five public service projects address a range of housing and community needs including intensive case management, accessibility of community services to include health care for low-income persons and older adults, prescription assistance, services to assist precariously housed youth ages 18 to 24, and job search assistance and placement services. All projects are on track to completion.

The County successfully completed its workout plan with HUD in spring 2015 and has been drawing funds at a consistent rate during program years twelve through fifteen. Program staff communicate with local project sponsors on an ongoing basis to maintain timely expenditure of CDBG funds. This communication provides an opportunity to discuss and resolve challenges, if any, related to the projects achieving their planned outcomes. Subrecipients/Organizations provide quarterly progress reports on performance and annual-on-site project monitoring is conducted by staff. These measures support a successful program performance.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan. Please see section AP-12.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The Loudoun County Family Services Advisory Board (FSAB), whose members are appointed by the Board of Supervisors, held a public hearing on October 22, 2018 to receive input from interested citizens and stakeholders on housing and community development needs, including priority non-housing community development needs, fair housing issues, and program performance. The participants were asked to identify priority issues for this Plan. Five (5) individuals representing non-profit organizations attended the public hearing; two (2) are also a member of the FSAB. In total, three (3) members of the FSAB, including the meeting facilitator, were in attendance. Of the four (4) Department of Family Services (DFS) staff members that attended, one is part of the Housing and Community Development Team and one supervises the Loudoun Workforce Resource Center. The comments received from the attendees at the public hearing were addressed by the FSAB and the DFS Housing and Community Development staff.

The comments, focusing on affordable housing and vulnerable populations' needs, have been considered in the preparation of this Plan. A summary of comments is included in Appendix A of the Citizen Participation Section.

Comments received during the second public hearing held on March 13, 2019 by the Loudoun County Board of Supervisors were also incorporated into this Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments received were considered in the development of the Annual Action Plan.

7. Summary

DRAFT

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator		LOUDOUN COUNTY	Loudoun County Department of Family Services

Table 1 – Responsible Agencies

Narrative (optional)

Loudoun County Department of Family Services is the Lead Agency and responsible for administering the CDBG Entitlement program. The program administrator ensures that the Loudoun County Board of Supervisors is well-informed about the CDBG planning process, and that the Board of Supervisors' approval is obtained for the CDBG Plan, which includes the annual local plan for allocation of CDBG funds to local activities.

Consolidated Plan Public Contact Information

The Loudoun County Department of Family Services is responsible for preparing the Consolidated Plan and administering the CDBG Entitlement Program for Loudoun County. The Community Development Program Manager is the primary contact for the Loudoun County CDBG

Program. The contact information: Community Development Program Manager, Loudoun County Department of Family Services, 102 Heritage Way, NE, Suite 103, P.O. Box 7400, Leesburg, VA 20177; Telephone: 703-777-0387.

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Consultation on the development of the 2014-2018 Consolidated Plan began in 2013 with the establishment of the Fair Housing and Consolidated Planning Group. The group was composed primarily of local county government representatives involved in the development of housing policy, housing programs, research, demographics, and those that focus on homeless policy and service development, and also services for special needs populations. The group evaluated and considered sources of existing data on housing, homelessness, community development needs, and the identification of stakeholders in the County.

The Annual Planning process for the CDBG Program includes consultation with an Application Review Committee composed of impartial representatives from the Family Services Advisory Board (FSAB), the Housing Advisory Board, the Community Services Board, and the Disability Service Board. The FSAB is also involved in consultation related to the proposed annual CDBG funding plan. Consultation also occurs with the Board of Supervisors Finance/Government Operations and Economic Development Committee in the review of annual funding recommendations. Two (2) public hearings are usually held during the year to provide opportunities for consultation and input from the public and the Board of Supervisors. The public is notified when a draft of the Plan is available and ready to view on the County's website, at the Loudoun County's Government Center, and the Department of Family Services. The public is informed on how to contact CDBG Program Staff with questions and/or comments.

Local government, non-profit, and other community stakeholders are notified via email about the availability of the proposed Plan and the process to provide input. Additional consultation with the Board of Supervisors occurs when the Plan is presented to this body for review and adoption. Consultation with a variety of other local government and community entities occurs throughout the year and includes the CoC and other local public and non-profit housing and service providers.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

During last planning year, the federally funded Loudoun County Housing Choice Voucher Program (HCV) participated in activities to enhance coordination in the provision of housing. HCV served on the Northern Virginia Housing and Supportive Services Team (HSS) to implement housing opportunities for person with intellectual disabilities (ID) and developmental disabilities (DD). This included absorbing several ID/DD housing vouchers that became available through the Department of Justice's settlement. The HCV program has staff assigned to provide support to consumers living with disabilities. County staff from the HCV program, Community Support Services, Mental Health, Community Corrections, and the

Sheriff's Department serve on the multi-disciplinary Loudoun Re-Entry Advisory Council that addresses housing and unmet needs of offenders returning to the community. This program began working with the CoC during the year to ensure that persons exiting incarceration have a way to access coordinated entry for housing and service access. HCV staff meet quarterly with Mental Health to provide housing trainings and updates to better serve mutual clients. A variety of public and non-profit housing, homeless, and community service providers participate in the CoC which focuses on housing, homeless services, and a wide variety of services targeted to low and moderate income households. HCV Program and Mental Health staff serve on the Community Action Team (CAT) and bring non-profit and public service providers together to deliver resolutions to individuals with disabilities, and their families, that meet urgent needs for housing and services. A local non-profit provides rent supplements for seriously mentally ill persons in coordination with Mental Health and CoC providers. The local ARC chapter provides trainings during the year for housing and service providers on accessing housing services and community resources for persons with disabilities.

Ongoing collaboration occurs between Loudoun County staff from the Departments of Family Services and Mental Health (MHSADS). Collaboration over the past few years has occurred on the development and implementation of Permanent Supportive Housing (PSH) for homeless persons with disabilities. This has been very successful and the availability of PSH units has increased from four units to fifteen units in recent years. As of today, the number of PSH units has not changed. However, it's anticipated that with the approval of the 2019-2020 CDBG project recommendations, ten (10) more units will be added for a total of twenty-five (25) PSH units. These units will serve low-income older adults.

Consultation with local non-profit health care providers is ongoing and provides access to oral and health care services for low income residents. Public and non-profit service providers coordinate on healthcare service needs with the local Free Clinic and the federally funded community health center (HealthWorks for Northern Virginia). The Free Clinic and HealthWorks coordinate with service providers to help low income and vulnerable persons access health care services. Loudoun Department of Family Services (DFS) provides financial assistance to help persons pay for critical medications and health care services, and social workers help clients access a variety of mainstream health services. For 2019-2020, HealthWorks requested CDBG funds to provide comprehensive primary medical care to low income Loudoun residents receiving care for serious mental illnesses at the Sterling office of MHSADS. The Review Committee recommended this project for funding.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Loudoun Department of Family Services (DFS), the local entity responsible for the consolidated planning process, serves on and coordinates with the Continuum of Care. In recent years, the CoC supported the reallocation of CoC HUD funds to Permanent Supportive Housing (PSH). Funds were targeted to PSH to

provide housing to meet the complex needs of the chronically homeless. The result has been an increase from four PSH units to fifteen units over the past three years; this number will increase by ten (10) if the funding recommendations for 2019-2020 are approved. Currently, the program serves approximately 25 persons during the year including veterans, families, and chronically homeless persons. Case management for PSH clients is provided collaboratively by a local non-profit, DFS, and Mental Health staff. Healthcare services for homeless persons are provided by CoC-member health clinics. Program staff help to connect eligible households with public benefits such as Medicaid, SNAP, and Social Security.

Public and non-profit CoC providers offer a range of services to homeless persons. Volunteers of America, via contract with the County, provides the following: Emergency Shelter for single men, single women, families, seasonal Cold Weather shelter, daytime drop-in services for adults, Rapid Re-housing assistance for homeless single adults and families, and Permanent Supportive Housing for single adults and families. Good Shepherd Alliance offers shelter and transitional housing for single women and families, and homeless prevention case management and referral. Tree of Life Ministries provides a variety of life skills classes and services to assist low-income households. DFS and INMED, a local non-profit, provide homeless prevention/diversion services and case management for singles and families. DFS Community Support Services (formerly Emergency Support Services) assists families and singles in crisis with emergency rent aid, utility assistance, and help to access healthcare and other community resources. The Loudoun County PATH team provides outreach to homeless persons connecting them to shelter, housing, mental health treatment, and other stabilizing services. Friends of Loudoun Mental Health offers rent supplements to persons with severe mental illness to prevent housing loss. Other non-profit and faith-based groups participating in the CoC offer help with rent, utilities, emergency food, healthcare, homeless prevention case management, and other services.

Veterans are assisted by all the organizations listed above and every effort is made to refer Veterans entering the system for services. At this time, four (4) non-profit supportive services for veterans' providers participate in the CoC. By the end of June 2018, Loudoun County Veteran Services Coordinator assisted over 250 Loudoun veterans and their families.

Precariously housed and homeless youth are served by the public school system McKinney-Vento Homeless Assistance and Parent Liaison programs. Loudoun County Child Protective Services has expanded prevention services to address housing and service needs of families to promote stabilization and prevent serious crises. Community Support Services and Workforce Services staff at DFS work with homeless families and children to connect them to housing, mainstream, and community resources. A non-profit, Mobile Hope, targets services to "transition-aged youth" ages 18-24 that are experiencing housing instability.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate

outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Loudoun County is not an entitlement community for Emergency Solutions Grant (ESG) funding and, therefore, does not allocate ESG funds. The Continuum of Care (CoC) is beginning to discuss outcome based performance standards for programs such as shelter and rapid re-housing. HUD CoC-funded programs (permanent supportive housing) have performance standards and outcome measures which are developed based on HUD CoC criteria. The Homeless Management Information System (HMIS) in Loudoun is 100% locally funded and it is administered by Department of Family Services. Regular consultation occurs with the CoC regarding policies and procedures for operating the HMIS. Proposed policy revisions are presented to the CoC for discussion and approval. Training is provided to local housing and homeless service providers on proper procedures for entering data into the local HMIS system. The CoC may recommend changes or revisions to HMIS policies if the need for a change is identified. HMIS data is used to gain an understanding of the local homeless population and to understand service trends and needs. The CoC utilizes system performance measurement tools provided by the National Alliance to End Homelessness to help understand service trends and to explore advantages and disadvantages of making changes to the local service-delivery system. The DFS HMIS Coordinator provides periodic reports to the CoC to include numbers of persons served by homeless programs, demographic information on persons served, and reports on usage trends over time. This information is analyzed and used in planning for continued and additional services.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Department of Family Services
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Employment Service-Fair Housing Child Welfare Agency Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Department of Family Services (DFS) is the lead agency in the community for the consolidated planning process and for administering the CDBG program. DFS is also the local government entity that provides existing public housing services (housing choice voucher program and project-based vouchers) and other affordable rental and affordable housing purchase programs in the County. DFS provides child and public welfare and adult and child protective services in the community. It is also the Lead Agency for the Continuum of Care planning process. Regular consultation occurs during a variety of leadership, staff, and project committee meetings within DFS. DFS also staffs and coordinates a number of Boards and Advisory Groups to include: Affordable Dwelling Unit Advisory Board; Housing Advisory Board; Continuum of Care Governance Board; Housing Stakeholders Group (during 2014); Family Services Advisory Board; Community Policy Management Team and others. DFS Housing Division staff have been active participants in the County's comprehensive planning process, particularly related to planning efforts to support affordable housing development. These groups, especially those focused on housing and the Continuum of Care, have offered opportunities for staff working on the Consolidated Planning process to consult and gain information on housing and community development needs and on ongoing efforts to meet those needs. DFS is the lead agency for the Continuum of Care process. DFS Housing Division is supporting the County's efforts to implement guidelines to make County Housing Funds available to local affordable housing developers. This initiative has provided new opportunities to coordinate with local housing developers and finance professionals.</p>
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2	Agency/Group/Organization	Department of Planning
	Agency/Group/Organization Type	Other government - County Other government - Local Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meetings were held with County demographer who participated in meetings with other Planning Department staff to verify housing needs and market strategy information. Consultation is expected to result in improved data quality. CDBG Program Staff collaborated with Planning Department staff in relation to the development of the County's new Comprehensive Plan. This collaboration focused on affordable and accessible housing needs.
3	Agency/Group/Organization	LOUDOUN COUNTY HEALTH DEPARTMENT
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Other government - State
	What section of the Plan was addressed by Consultation?	HOPWA Strategy Lead-based Paint Strategy Services to promote safe and stable families

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted regarding data on HIV/AIDS patients and reports of lead-based paint poison cases. Consultation also occurred regarding services to low-income and at-risk families and children. The anticipated outcome is improved service coordination between health and housing needs for low income residents. Consulted regarding data on incidence of lead-based paint concerns in the County. Environmental Health staff consulted with Housing and CDBG Program staff regarding facility rehabilitation projects related to homeowner-occupied homes.
4	Agency/Group/Organization	Department of Transportation
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-homeless Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Transit Service Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Participation in the County Comprehensive Planning process. Transportation needs for all modes of transportation were topics of discussion at public input sessions are part of the comprehensive planning process. Consulted in meetings, telephone conversations, shared electronic information related to public transit services availability, and needs of elderly, disabled and homeless persons. Conversations have increased awareness of the importance of locating housing, particularly for special needs populations near public modes of transportation.

5	Agency/Group/Organization	Area Agency on Aging
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on services to seniors and non-homeless special needs populations. Family Services staff participated in steering committee for improved coordination of services to seniors and special needs populations which is coordinated by Area Agency on Aging. Consulted regarding an increase in older adults presenting to Homeless Services Center for assistance. Expected outcome is improved service coordination.
6	Agency/Group/Organization	Department of Economic Development
	Agency/Group/Organization Type	Other government - County Business Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on business strategies and community development issues in Loudoun County. As a result of participation in the County's comprehensive planning process, a greater awareness has developed of the link between having an adequate supply of affordable housing and employers being able to recruit and retain employees for local jobs, especially in service-sector jobs.

7	Agency/Group/Organization	Mental Health, Substance Abuse and Developmental Services
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-homeless Services-Health Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MHSADS was consulted on needs for persons experiencing mental illness and persons with disabilities. Consultation also occurred related to housing and services for the chronically homeless to include permanent supportive housing, and on service coordination across organizations to promote housing stability of persons with special needs. Anticipated outcomes are continued and improved service coordination and collaboration on the development of housing and services for homeless and special needs populations. Ongoing coordination with this organization occurs routinely between Family Services and Mental Health due to the fact that low income residents often receive services from both departments. Opportunities are ongoing for collaboration regarding best ways to meet needs for housing and other services.

8	Agency/Group/Organization	Northern Virginia Regional Commission
	Agency/Group/Organization Type	Services - Housing Services-Persons with HIV/AIDS Services-homeless Services-Health Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy HOPWA Strategy Fair Housing Issues
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	NVRC was consulted on regional approach to homeless, housing, fair housing issues, and HIV/AIDS issues.
9	Agency/Group/Organization	Loudoun Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Habitat for Humanity on affordable housing needs and home ownership opportunities for low income households. Anticipated outcome is increase in housing affordable for low to moderate income home buyers to purchase.

10	Agency/Group/Organization	Housing Stakeholders Group
	Agency/Group/Organization Type	Housing Other government - Local Business and Civic Leaders Stakeholder group appointed by the Board of Supervisors
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Locally funded housing programs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The group convened over approximately a one-year time period and developed 45 recommendations which were presented to the Board of Supervisors related to housing service programs and needs in Loudoun County. The expected outcome is to improve delivery of locally-funded housing programs and services. Loudoun County Division of Housing and Community Development is implementing a number of this group's recommendations.
11	Agency/Group/Organization	Healthworks for Northern Virginia
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Health Health Agency Federally funded health clinic
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Health Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with Healthworks, a federally funded health clinic, on health, oral health, vision care, and behavioral health needs for low-income and uninsured persons. Access to Affordable Care Act health insurance was also a topic of consultation. The expected outcome is ongoing and improved coordination related to access to healthcare for low and moderate income persons.
12	Agency/Group/Organization	INMED PARTNERSHIPS FOR CHILDREN, AKA MOTHERNET
	Agency/Group/Organization Type	Services-Children Services-homeless Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with INMED related to the needs of very low income families and children who are at risk of becoming homeless and that have other risk factors. INMED provides services in eastern Loudoun County in a community with a very high rate of poverty. Additional consultation on the expansion of homelessness prevention services in the community. The expected outcome is improved coordination for housing and services in an extremely low income part of the County.
13	Agency/Group/Organization	Town of Leesburg
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Environmental Review Process

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Town of Leesburg was consulted to assist in the evaluation and determination of the amount of air particles that will be released into the atmosphere and will directly or indirectly affect the air quality by the completion of their Pedestrian and Local Bus Access Improvement Project (2018-2019).
14	Agency/Group/Organization	Community Services Board
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Advisory Board to Loudoun County Mental Health
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with the CSB regarding development of the annual funding recommendations for the CDBG Program. A representative of the CSB served on a review committee that read, reviewed, and ranked applications for CDBG funds. The outcome is supporting an impartial process to develop annual funding recommendations for federal CDBG funds. The Housing Advisory Board, the Disability Service Board, and the Family Services Advisory Board of Loudoun County were consulted for project recommendations of the 2019-2020 CDBG Application Review Process.
15	Agency/Group/Organization	LOUDOUN COUNTY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Department of Family Services organized and hosted a Forum on Affordable Housing Loan Program. It consisted of consultation on affordable housing development with non-profit housing developers. The developers have taken an active role in collaboration related to development of the County's LIHTC (Low Income Housing Tax Credit) projects. These organizations have an interest in developing affordable housing for persons with disabilities and older adults that are also low-income.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

An effort was made to contact and consult with a wide variety of agencies, groups and organizations involved with or interested in affordable housing, homelessness, and services to persons with special needs and community /economic development.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Loudoun County Department of Family Services	Strategic Plan goals parallel CoC goals related to homelessness.
County Comprehensive Plan	Loudoun County Department of Planning	Strategic Plan goals for affordable housing complement the goals in the County's Comprehensive Plan (CP). CDBG Staff participated in supporting community input sessions in late 2016 related to the development of a new/revised CP. DFS Housing and Community Development division staff are actively supporting the County's current CP process. It has insured that affordable housing needs and services for special needs populations to support them in housing are being reviewed and considered for inclusion in the County's new CP.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Citizen input on the Plan was solicited via published notices and community email distribution lists. Citizens had opportunities to comment on housing, homeless, community development, and public service needs at public hearings, meetings, and/or by contacting the County. Accommodations were provided for persons with mobility, visual, speech or hearing impairments. Information was distributed to local agencies, nonprofit organizations and stakeholders working with minority, non-English speaking, and physically impaired residents to offer the opportunity to participate. The Plan and funding recommendations were made available for public review for a 30-day comment period. The Plan was posted on the County's website for public review. Notices included information about where to view the Plan and how to submit comments. Summary of comments and input received during hearings, meetings, and the comment period are included in an attachment in section AD-26 in the IDIS version of the Plan and in Appendix A of the Word version of the Plan. Input received assisted in the development of the Plan.

The Loudoun County Family Services Advisory Board (FSAB) held a public hearing on October 22, 2018. The hearing provided participants an opportunity to comment on housing, community development needs, fair housing issues, and program performance. Five individuals representing non-profit organizations attended the public hearing; two are active members of the FSAB. In total, three members of the FSAB, including the meeting facilitator, were in attendance. Of the four Department of Family Services (DFS) staff members that attended, one is part of the Housing and Community Development Team and one supervises the Loudoun Workforce Resource Center. The comments received from the attendees at the public hearing were addressed by the FSAB and the DFS Community Development Staff. The comments, focusing on affordable housing needs, have been considered in the preparation of this Plan. A summary of comments is included in Appendix A in the Citizen Participation Section.

On January 10, 2019 a presentation about the CDBG program funding process and annual funding recommendations were presented to the FSAB. The FSAB approved the proposed funding recommendations to be forwarded to the Board of Supervisors. The 2019 – 2020 proposed funding distribution will also be presented as an information item to the County Board of Supervisors Finance, Government Operations and Economic Development Committee (FGOEDC) on February 12, 2019. Recommendation(s) made by any member of the FGOEDC will be incorporated into the final Plan.

Citizen Participation Outreach

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Hosted by Family Services Advisory Board to receive input from interested residents and stakeholders on housing and community development needs, fair housing issues and program performance for the purpose of identifying priority issues for the 2019-2020 Annual Action Plan.	On October 22, 2018 eight speakers attended and addressed a variety of needs including: workforce and transitional housing, public transportation, and mental health services for young men coming out of jail. Also, affordable housing for the disabled and older adults- including those with mental health issues. And the income barriers of the disabled that prevents them from qualifying for services such as affordable housing and obtaining a service animal.	Comments received at the public hearing were considered in the development of the Annual Action Plan.	

2	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>Information on the October 22, 2018 public hearing was distributed to local agencies, non-profit organizations, and other stakeholders working with minorities, non-English speaking, and physically impaired residents to afford as many persons as possible the opportunity for full participation in the process. Instructions for the submission of written comments were included. Outreach modes used: notice/advertisement in local newspaper; news release by County Public Information Office; targeted distribution to local community</p>	No comments were received via this mode.	N/A; no comments were received via this mode.	
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			groups, agencies, and nonprofits through email distribution lists.			
3	Public Meeting	Non-targeted/broad community Advisory Groups	A presentation on the 2019-2020 Annual Action Planning process was made to the Family Services Advisory Board on January 10, 2019 to get input to be used in developing the Plan. A Quorum was present for the meeting	The FSAB approved the planning process and funding recommendations. The FSAB asked CDBG Staff to identify the outreach methods used to recruit new organization for PY16 application process since the number of applicants increased from eight (8) to twelve (12).	All comments were accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Non-targeted/broad community Finance Committee	On February 12, 2019 an Information Item on proposed uses of CDBG funds for federal Fiscal Year 2019 (County FY2020) will be presented to members of the County's Finance/Government Operations and Economic Development Committee (FGOEDC) of the Board of Supervisors. A Quorum of Committee Members was in attendance.	CDBG program staff provided information on the Annual Action Plan process. Committee members' comments will be incorporated into the final Plan.	Comments from FGOEDC members will be accepted.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Hearing	Non-targeted/broad community	On March 13, 2019 the Loudoun County Board of Supervisors will hold a Public Hearing on the Proposed 2019-2020 Annual Action Plan. A Notice of the hearing was advertised in the local newspaper and a news release was disseminated broadly by the County's public information office to ensure full notice in advance. Information about the Public Hearing is also distributed electronically to community stakeholders via email.	At this time it is unknown if comments will be received during this Public Hearing.	Not applicable at this time.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Meeting	Non-targeted/broad community	Hosted by the Family Services Advisory Board to receive input from interested residents and stakeholders on housing and community development needs, fair housing issues and program performance for the purpose of identifying priority issues for the 2019-2020 Annual Action Plan.	On February 14, 2019 ___ speakers attended the meeting and addressed the following needs: _____	Comments received at the public hearing will be considered in the development of the Annual Action Plan.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

During Federal Fiscal Year 2019 (County Fiscal Year 2020) the following resources (for housing, community development, and public services targeted primarily to low and moderate income citizens, including persons at risk for or experiencing homelessness) are expected to be available to Loudoun County. The anticipated allocation of Community Development Block Grant (CDBG) funds from HUD is \$1,000,000. CDBG funds are allocated to the County based on its status as an urban entitlement locality. Prior year CDBG funds of \$1,222.66 are allocated to projects for the 2019-2020 plan year, bringing the total amount of CDBG funds expected to be available (for projects and program administrative costs) for the year to \$1,001,222.66. The 2019-2020 CDBG funding distribution for projects is included in Appendix B of the Word version of this document, and in Section AP-38 of the IDIS document.

The amount of anticipated income to the CDBG program is estimated at \$22,784.80 and this is derived from repayment of Loudoun County Home Improvement Program (LCHIP) loans. Funds derived from income are returned to the Home Improvement Program for use in future home rehabilitation work. Additional federal, state, and local resources of \$11,976,448 are anticipated to be available for housing and homeless

services.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,000,000	22,785	1,223	1,024,007	1,000,000	Grantee formula funds
Section 8	public - federal	Admin and Planning Housing	9,153,249	0	0	9,153,249	9,153,249	Housing Choice Vouchers Funds to administer vouchers and project based vouchers; includes Family Self Sufficiency Coordinator funds for HCV program, housing assistance payments, utility reimbursements, funds for mainstream voucher payments.
Supportive Housing Program	public - federal	Admin and Planning Housing	177,752	0	0	177,752	177,752	Continuum of Care Grants from HUD for Permanent Supportive Housing and case management.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Admin and Planning Housing	295,504	0	0	295,504	295,504	Virginia Dept. of Housing and Community Development "Virginia Homeless Solutions Program" grant includes funds for Rapid Re-Housing, homelessness prevention, CoC operations & planning, and CoC Coordinated Entry.
Other	public - local	Admin and Planning Housing	2,224,944	0	0	2,224,944	2,224,944	Permanent Supportive Housing and emergency shelter operating costs; includes funds for supportive services, operations and rent for PSH (\$1,418,602); local funds for staffing and administration of Homelessness Prevention Program (\$69,323); and lastly, Down Payment/Closing Cost and Public Employee Grant Programs for low and moderate income homebuyers (\$737,019).
Other	public - local	Housing	125,000	0	0	125,000	125,000	Rental Rehabilitation Program

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

All CDBG fund recipients are required to contribute with a minimal match fund of 10% of the amount requested. Three applicant organizations did not report the use of private, state, and or local funds to further fund their projects. However, it is required by all CDBG fund applicants to present a Board Resolution Letter authorizing application and match for CDBG funds.

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If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Currently, there are no specific plans to use publicly owned land or property to address needs in the County. The County is in the process of completing a public land inventory to identify land that may have potential for use for affordable housing.

Discussion

A combination of federal, state and local resources will be used to address the needs identified in the Consolidated Plan and related Annual Action Plans. In addition, private funds and in-kind resources from non-profit and for-profit organizations will address needs not covered by public sources.

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Health Care Services	2014	2018	Non-Housing Community Development		Health Care Services	CDBG: \$32,717	Public service activities other than Low/Moderate Income Housing Benefit: 484 Persons Assisted
2	Rehabilitation of Existing Units	2014	2018	Affordable Housing		Rehabilitation of Existing Units	CDBG: \$225,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit
3	Neighborhood Revitalization	2014	2018	Non-Housing Community Development		Accessibility Neighborhood Revitalization	CDBG: \$42,563	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4930 Persons Assisted
4	Public Improvements	2014	2018	Non-Housing Community Development		Accessibility Neighborhood Revitalization Public Improvements	CDBG: \$158,497	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Production of Affordable Rental Housing	2014	2018	Affordable Housing Non-Homeless Special Needs		Production of Affordable Rental Housing Permanent Supportive Housing	CDBG: \$200,000	Rental units constructed: 98 Household Housing Unit
6	Accessibility	2014	2018	Affordable Housing Non-Homeless Special Needs		Accessibility	CDBG: \$23,941	Public service activities other than Low/Moderate Income Housing Benefit: 2600 Persons Assisted
7	Emergency Shelter Services (an activity held in Middleburg Community Ctr.)	2014	2018	Homeless		Accessibility Neighborhood Revitalization	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
8	Preservation of Affordable Housing for Homebuyers	2014	2018	Affordable Housing		Rehabilitation of Existing Units	CDBG: \$0	Homeowner Housing Rehabilitated: 10 Household Housing Unit
9	Homeless Prevention	2014	2018	Homeless		Transitional Housing Homeless Prevention Emergency Shelter Services Intensive Case Management	CDBG: \$30,000	Homelessness Prevention: 116 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Intensive Case Management	2014	2018	Affordable Housing Homeless Non-Homeless Special Needs		Intensive Case Management	CDBG: \$53,876	Public service activities other than Low/Moderate Income Housing Benefit: 280 Persons Assisted
11	Job Training and Employment	2014	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development		Job Training and Employment	CDBG: \$22,688	Public service activities other than Low/Moderate Income Housing Benefit: 145 Persons Assisted
12	Homeownership Counseling	2014	2018	Affordable Housing		Homeownership Counseling	CDBG: \$11,942	Public service activities for Low/Moderate Income Housing Benefit: 90 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Health Care Services
	Goal Description	This Strategic Plan Goal captures two projects: NVDC- Oral Health Program and HealthWorks Primary Health Care for Mentally Ill Patients. The Oral Health Program will provide comprehensive dental care to adults 18 and older. The Primary Health Care for Mentally Ill Patients will provide primary medical care for MHSADS clients with serious mental illness (SMI).
2	Goal Name	Rehabilitation of Existing Units
	Goal Description	CDBG funds will be used for acquisition of existing properties (3) in Loudoun County to rehabilitate and resell to qualifying low-income families.
3	Goal Name	Neighborhood Revitalization
	Goal Description	This project will provide an area benefit to low and moderate income persons by improving access to public transportation. These six (6) bus shelters will provide riders shelter from rain and sun exposure.
4	Goal Name	Public Improvements
	Goal Description	For this funding year, acquire through a long-term lease, a facility to serve low income adults and youth with a variety of supportive services, educational activities and other services.
5	Goal Name	Production of Affordable Rental Housing
	Goal Description	The production of 98 new rental units for low to moderate income older adults.
6	Goal Name	Accessibility
	Goal Description	Food accessibility, including fresh fruits and vegetables.

7	Goal Name	Emergency Shelter Services (an activity held in Middleburg Community Ctr.)
	Goal Description	Middleburg Community Center - Parking Lot Improvement Project was recommended for zero dollars (\$0.00) because it did not accept partial funding; however, it's been included in this section since it is possible that this project is awarded if the final HUD allocated amount is available/sufficient and all other projects are funded 100%. Please refer to the contingency plan stated in the Executive Summary. Estimated numbers to be served is based on 2017's unduplicated number of visitors to the Center. No Strategic Plan Goal in the drop box described this Project; the only alternate (Emergency Shelter Services) was chosen since it's a required field. The facility continues to serve as a shelter during natural disasters and also hosts job fairs on a regular basis.
8	Goal Name	Preservation of Affordable Housing for Homebuyers
	Goal Description	This project may be funded if HUD's final award to Loudoun County is sufficient. Please refer to the contingency plan in the executive summary section. This Project was originally awarded in federal fiscal year 2018. Additional funding for this project will be used to rehabilitate approximately ten (10) owned homes in Loudoun County.
9	Goal Name	Homeless Prevention
	Goal Description	Good Shepherd Alliance (GSA) will use CDBG funds to fund their Six Steps to Self-Sufficiency Emergency and Transitional Housing.
10	Goal Name	Intensive Case Management
	Goal Description	INMED's Healthy Families will provide intensive case management to approximately 280 individuals.
11	Goal Name	Job Training and Employment
	Goal Description	Provide job search training, job placement and employment services to unemployed and under employed Loudoun residents.

12	Goal Name	Homeownership Counseling
	Goal Description	This project seeks to increase access to affordable housing to low and moderate income Loudoun County residents through a comprehensive homeownership counseling approach to include: group/bilingual pre-purchase VHDA workshops, individual bilingual financial coaching, and access to LEDC's credit-builder consumer loans (up to \$1000 with a fixed interest rate and a maximum maturity of 12 months).

Projects

AP-35 Projects – 91.220(d)

Introduction

Funding recommendations were developed through a structured review process in December 2018 and presented to the Family Services Advisory Board (FSAB) for action on January 10, 2019. The FSAB approved the recommendations which were then forwarded to the County's Finance/Government Operations and Economic Development Committee (FGOEDC), and then to the Board of Supervisors for consideration and action. For federal fiscal year 2019, six public service projects and five capital projects are recommended for funding. Program administrative costs, to include staffing costs and expenses necessary to manage and operate the CDBG program, were also approved for funding. We anticipate that the Board of Supervisors will approve the 2019 - 2020 Plan at the public meeting on March 13, 2019.

Projects

#	Project Name
1	Six Steps to Self-Sufficiency Emergency and Transitional Housing
2	Healthy Families Loudoun
3	Oral Health Program
4	Job Counseling and Employment Services
5	Primary Health Care for Mentally Ill Patients
6	Housing Counseling Services
7	Mt. Sterling Senior Housing
8	Family and Youth Opportunity Center
9	Existing Properties
10	Mobile Food Pantry Vehicle
11	Leesburg Bus Shelters
12	Middleburg Community Center Parking Lot Improvements
13	Program Administration
14	Loudoun County Home Rehabilitation

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Of the twelve (12) projects, eleven (11) were funded; the two (2) that ranked the highest were funded 100% of the amount requested. The only capital project that was not funded was because the sponsoring organization did not accept partial funding. These recommendations were unanimously adopted by the Family Services Advisory Board on January 10, 2019.

Some of the obstacles to meeting underserved needs include the demand of affordable housing exceeding supply, high cost of land and housing, lack of affordable housing for families earning 30% or below AMI, lack of affordable housing for single low income individuals, and loss of subsidized housing units. However, it's anticipated that this year (2019-2020) ten (10) Permanently Supportive Housing Units (PSH) will be added to the already existing fifteen (15) units in Loudoun County. These ten (10) units will be affordable rental apartments for older adults.

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AP-38 Project Summary
Project Summary Information

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1	Project Name	Six Steps to Self-Sufficiency Emergency and Transitional Housing
	Target Area	
	Goals Supported	Emergency Shelter Services
	Needs Addressed	Homeless Prevention Intensive Case Management
	Funding	CDBG: \$30,000
	Description	Provide emergency and transitional housing to homeless and at-risk homeless individuals and families in Loudoun County.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	A total of 116 individuals are expected to be served; 83 to be unduplicated. Families and individuals to be served are homeless or at-risk to be homeless.
	Location Description	Loudoun County
	Planned Activities	Case and stress management, financial and budgeting education, counseling, referrals, job training and placement, and housing assistance.
2	Project Name	Healthy Families Loudoun
	Target Area	
	Goals Supported	Intensive Case Management
	Needs Addressed	Intensive Case Management
	Funding	CDBG: \$53,876
	Description	The Healthy Families Program/Project will serve approx. 280 unduplicated high-risk individuals to include 67 mothers, 67 children, 46 fathers/partners, and 50 parents and 50 children through family education/support groups.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	280 high risk individuals to include mothers, children, and fathers/partners.

	Location Description	INMED Opportunity Center located at 21630 Ridgetop Circle, Suite 130, Sterling, VA 20166.
	Planned Activities	An intensive case management program for low-moderate income families, women, men, and children. Clients housed in INMED's Opportunity Center- also proposed for CDBG funding for 2019-2020.
3	Project Name	Oral Health Program
	Target Area	
	Goals Supported	Health Care Services
	Needs Addressed	Health Care Services
	Funding	CDBG: \$19,200
	Description	Emergency and comprehensive dental care services for adults 18 years and older. Expected clients to be served is 330 (includes emergency care clients).
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	A total of 330 adults (18 and older) to include individuals that need emergency services.
	Location Description	2 Pidgeon Hill Drive, Suite 230, Sterling, VA 20165.
	Planned Activities	Various services to include comprehensive exams, cancer screenings and oral surgeries.
4	Project Name	Job Counseling and Employment Services
	Target Area	
	Goals Supported	Job Training and Employment
	Needs Addressed	Job Training and Employment
	Funding	CDBG: \$22,688
	Description	Provide job search training and placement services.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It's estimated that 145 unemployed or under employed residents will be served.

	Location Description	1 East Market Street. Leesburg, VA. Orientation is facilitated free of cost by Loudoun Hunger Relief and the Sterling Library located at 750 Miller Drive, Suite A-1, Leesburg, VA 20175 and 22330 S. Sterling Blvd., A117, Sterling, VA 20164, respectively.
	Planned Activities	Evaluate skills and needs, help identify services to sustain individual during their job search, offer local employers a source of ready-to-work candidates, place people in permanent jobs, and offer follow-up support.
5	Project Name	Primary Health Care to Mentally Ill Patients
	Target Area	
	Goals Supported	Health Care Services
	Needs Addressed	Health Care Services
	Funding	CDBG: \$13,517
	Description	Provision of primary medical care for MHSADS clients with serious mental illness (SMI). Clients expected to serve: 154.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 154 Loudoun residents already receiving care for serious mental illness.
	Location Description	MHSADS Sterling Office: 21641 Ridgetop Circle, Suite 200, Sterling, VA 20166.
	Planned Activities	Provision of primary care services in same location where behavioral services are provided.
6	Project Name	Housing Counseling Services
	Target Area	
	Goals Supported	Homeownership Counseling
	Needs Addressed	Homeownership Counseling
	Funding	CDBG: \$11,942
	Description	Provision of homeownership counseling services to include first time home buying, financial capability, foreclosure and counseling, and workshops.

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 90 low and moderate income individuals.
	Location Description	21720 Red Rum Drive, #177, Ashburn, VA 20147 (rental space).
	Planned Activities	Workshops, financial coaching, and provision of access to LEDC's credit-builder consumer loans.
7	Project Name	Mt. Sterling Senior Housing
	Target Area	
	Goals Supported	Production of Affordable Rental Housing
	Needs Addressed	Production of Affordable Rental Housing Permanent Supportive Housing Accessibility
	Funding	CDBG: \$200,000
	Description	Production of 98 new committed affordable rental units for older adults.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	98 affordable rental units for older adults.
	Location Description	Mt. Sterling, Land Bay 1 - between Potomac View Road and Bartholomew Fair Drive (east of Cascades Parkway).
	Planned Activities	Production of units, implementation of stability, wellness, and social engagement programs, and access provision to other services like classes and meals.
8	Project Name	Family and Youth Opportunity Center
	Target Area	
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$158,497

	Description	CDBG funds will pay for long-term lease of Opportunity Center which houses Healthy Families Programs, among others. The Center is expected to serve 2000 clients; 1200 children and 800 adults.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 2,000 at-risk low-income families.
	Location Description	21630 Ridgetop Circle, Suite 130, Sterling, Virginia 20166.
	Planned Activities	Offer a wide range of educational, vocational, and support services.
9	Project Name	Existing Properties
	Target Area	
	Goals Supported	Rehabilitation of Existing Units
	Needs Addressed	Preservation of Affordable Housing for Homebuyers
	Funding	CDBG: \$225,000
	Description	Acquisition, rehabilitation, and disposition of existing homes to low and moderate income qualifying families.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Three (3) existing homes for low to moderate income qualifying families.
	Location Description	Throughout Loudoun County.
	Planned Activities	Acquisition of existing homes.
10	Project Name	Mobile Food Pantry Vehicle
	Target Area	
	Goals Supported	Accessibility
	Needs Addressed	Accessibility
	Funding	CDBG: \$23,941

	Description	CDBG funds will be used to purchase a refrigerated truck to transport and deliver food, including fresh vegetables and fruits, to low-moderate income persons in Loudoun. It is estimated that 2600 persons (duplicated and unduplicated) will be served.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2600 low and moderate income persons; 1600 are expected to be unduplicated.
	Location Description	Throughout Loudoun County.
	Planned Activities	Food distribution.
11	Project Name	Leesburg Bus Shelters
	Target Area	
	Goals Supported	Neighborhood Revitalization Public Improvements
	Needs Addressed	Neighborhood Revitalization Public Improvements
	Funding	CDBG: \$42,563
	Description	CDBG funds will be used to install six (6) bus shelters in the incorporated Town of Leesburg in Loudoun County. Ridership number of 4930 is an estimate based on 2017's ridership count.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Estimated 4930 individuals who need transportation.
	Location Description	100,500, and 600 blocks of Fort Evans Road NE and 100 block of Clubhouse Drive SW.
	Planned Activities	Installation of bus shelters.
12	Project Name	Middleburg Community Center Parking Lot Improvements
	Target Area	
	Goals Supported	Neighborhood Revitalization Public Improvements

	Needs Addressed	Neighborhood Revitalization Public Improvements
	Funding	\$0.00
	Description	This project was not recommended for funding. Middleburg Community Center would not accept partial funding. However, if HUD's actual award amount to Loudoun County for 2019-2020 is sufficient to fund all other projects 100% and to fund Middleburg 100%, it will be funded. The estimated 2000 unduplicated clients to be served is based on 2017 collected data.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,000 based on 2017's data.
	Location Description	Middleburg Community Center.
	Planned Activities	Rehabilitation of Center's parking lot.
13	Project Name	Program Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$200,000
	Description	Up to 20% of entire HUD CDBG award amount can be allocated for program administration costs which includes staff payroll and fair housing studies/evaluations- among other costs. Estimated HUD award used for calculation is \$1 million.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Loudoun County, Virginia.

	Planned Activities	This project provides funding for administrative and staff costs to implement and manage Loudoun County's CDBG Entitlement Program. This includes coordination with each organization and project that is funded during the year, project monitoring, processing funding drawdowns, compliance with federal environmental regulations and reviews, compliance with fair housing regulations, and other federal requirements.
14	Project Name	Loudoun County Home Rehabilitation
	Target Area	
	Goals Supported	Rehabilitation of Existing Units Neighborhood Revitalization
	Needs Addressed	Rehabilitation of Existing Units Neighborhood Revitalization
	Funding	\$0.00
	Description	This project will provide rehabilitation and repairs to existing homes in Loudoun County.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10 low and moderate income households will benefit.
	Location Description	Throughout Loudoun County.
	Planned Activities	Renovations and repairs to existing homes.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Loudoun County does not use geography as the basis for targeting funds. It is intended that resources will be utilized throughout the County to benefit low and moderate income persons. No single geographic part of the County is identified with a special priority either to benefit or not to benefit from the use of resources for activities. The County's objective is to be flexible with the use of funding and other available resources to meet needs countywide.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Please see statement above regarding geographic priorities for investment.

Discussion

Please see statement above regarding geographic priorities for investment.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The following are annual affordable housing goals for Loudoun County that relate to the goals enumerated in section AP-20, Annual Goals and Objectives. The goals for number of households indicated in the first table below incorporate estimates from housing programs funded by other federal, state, and local resources. The second table below includes only information on households to be supported or served through Loudoun County-operated programs.

One Year Goals for the Number of Households to be Supported	
Homeless	273
Non-Homeless	449
Special-Needs	157
Total	879

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	1,053
The Production of New Units	185
Rehab of Existing Units	13
Acquisition of Existing Units	12
Total	1,263

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

As indicated in the Goals section (AP-20) of the Annual Action Plan, the production and preservation of affordable housing is a priority in Loudoun County. The availability of rental assistance (to include Homeless Prevention services and Rapid Re-Housing services) is important to provide persons experiencing homelessness, and those at risk of becoming homeless, with a safety-net while these households take steps to become self-sufficient.

AP-60 Public Housing – 91.220(h)

Introduction

Loudoun County does not have public housing units. The County has a HUD-funded Housing Choice Voucher (HCV) program serving 578 households with tenant-based vouchers. This program assists low income households to rent housing of their choice in the community. The HCV program provides a rental subsidy for the household which is based on the individual's household income. A recently implemented Project Based Voucher program has thirty-five (35) vouchers located at four housing communities in the County.

Actions planned during the next year to address the needs to public housing

Loudoun County does not have any public housing units. The County has a Housing Choice Voucher program using 578 active tenant-based vouchers. The County's HCV program implemented a Project Based Voucher (PBV) Program in 2016 which currently has thirty-five (35) active vouchers. The PBV program is implemented in partnership with affordable housing providers. The County plans to continue operating these programs during the year. Local housing developers have shown interest in the PBV program and its expansion toward additional apartment communities. This is anticipated in the future.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The County's Housing Choice Voucher program provides an opportunity for HCV clients to participate in the Family Self-Sufficiency (FSS) program where funds are placed in escrow for future use in home purchasing. It is anticipated that twenty seven (27) HCV households will participate in the FSS program in County FY 2020. As an FSS participant's income increases, the amount of funds placed into escrow increases. Case management is provided to participants to help them with their goals for self-sufficiency and homeownership. FSS program staff are exploring additional options to promote homeownership among program participants.

The HCV Program has a Resident Advisory Board (RAB) comprised of five (5) HCV program participants. The RAB typically meets twice per year. Participation on the Board provides residents with an opportunity to give input on management of the program such as the annual administrative plan. The RAB reviews proposed changes to the HCV Program Administrative Plan prior to it going to the County Board of Supervisors for approval.

If the PHA is designated as troubled, describe the manner in which financial assistance will be

provided or other assistance

Not applicable.

Discussion

Loudoun County does not have any public housing units. The County has a Housing Choice Voucher program with five hundred twenty-five (525) tenant-based vouchers in use and eight (8) active project-based vouchers. The County will continue operation of these programs which provide affordable housing to a significant number of low-income households. The Administrative Plan for the HCV Program includes the potential to offer additional project-based vouchers in the future.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Loudoun County will conduct a variety of activities during the year aimed at reducing and ending homelessness and providing supportive services to non-homeless populations that may be at risk of becoming homeless. Some of these activities are outlined below. The Loudoun County Continuum of Care (CoC), and the member organizations in the CoC, take the lead in addressing homeless issues in the County. The CoC Governance Board advises and works with the CoC on grant funding and policies related to meeting the housing and service needs of households experiencing homelessness and or a housing crisis.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Projects for Assistance in Transition from Homeless (PATH) outreach services are provided by two full-time outreach workers employed by Loudoun County Mental Health, Substance Abuse and Developmental Services (MHSADS). The PATH Team spends the majority of their time out in the community meeting with persons that are known to be homeless. PATH staff follow up on reports from service providers, community members, law enforcement, and others, regarding persons who are thought to be homeless. PATH staff make contact with homeless persons, assesses their immediate needs, and any safety concern(s) and begin the process of linking homeless persons to shelters, health and mental health care, basic needs, housing and other mainstream resources. The PATH Team refers persons to existing community resources and provide support and advocacy to help consumer access services. The Loudoun Homeless Services Center provides a day drop-in center where homeless persons can receive a meal, shower, and do laundry. The PATH staff works closely with staff at the Homeless Services Center and are on site frequently to provide support to connect consumers to needed services. During the past year, shelter and County staff have had some success in engaging unsheltered clients who were resistant to accessing services. The annual Point-In-Time homeless Count, to be conducted on January 23-24, 2019, will provide an opportunity to learn about the needs and extent of sheltered and unsheltered homeless persons in the community. Data and information gathered is used to inform development of housing and services for this population. Count results are available annually, for 2018 these were available in May.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency Shelter: Shelter needs are currently met by three providers. Volunteers of America Chesapeake (VOA), under contract with the County, operates an emergency homeless shelter that provides thirty (32) beds for families with children and single women. A thirteen (13) bed men's shelter is also provided. Seasonal winter shelter is also operated by VOA. The winter shelter's capacity is flexible to accommodate

needs of persons requiring overnight shelter during the winter season. Both, the VOA men's shelter and the winter shelter serve a number of chronically homeless single adults in addition to adults experiencing homelessness for the first time. The Good Shepherd Alliance operates a sixty-four (64) beds for homeless women, children, and families between their emergency shelter and their six (6) transitional homes. The Loudoun Abused Women's Shelter (LAWS) provides twelve (12) short-term emergency beds for women and children who are domestic violence victims. Homeless persons access shelter services through a coordinated entry process and by directly contacting the providers. Upon entry to shelter a more in-depth assessment of housing barriers and a housing-focused service plan are developed.

Transitional Housing: The Good Shepherd Alliance provides a four (4) bed transitional housing program for single women, a six (6) bed program for single women with young children, and four (4) scattered- site units providing up to twenty-six (26) transitional beds for families with children. Households are referred to GSA or asked to apply directly to GSA for admission to Transitional Housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Rapid Re-housing (RRH) services have been provided in Loudoun County since 2009 when Loudoun County Department of Family Services received Homeless Prevention Rapid Re-housing (HPRP) funds through the State. The HPRP program ran through 2011. Since then, County providers have received grant funds for RRH from the State. RRH services combine short-term financial assistance for housing and utility costs together with housing-focused case management. RRH has helped to reduce the length of time persons experience homelessness by assisting families and individuals to quickly transition from homelessness into permanent housing and independent living. Case management includes facilitating rental arrangements with landlords to help households secure rental housing. In addition to the households that receive case management through RRH services, a local non-profit provider serves families with homelessness prevention case management.

Local emergency shelters and transitional housing programs provide life skills and support to residents to help them gain skills to maintain their housing and to avoid a return to homelessness. Case management and support groups address issues that cause homelessness (e.g. physical and emotional health, relationship issues, and financial problems). Case management is housing focused and participants are referred to community resources to access employment services and other supports that can lead to increased self-sufficiency. Volunteers of America Chesapeake provides Life Skills Groups covering financial education, nutrition, motivation to succeed (moving forward in life after homelessness), job search skills,

effective communication, and health/well-being. Education about mainstream community resources is also provided and participants are encouraged to access these services to supplement their income and help manage a temporary crisis. Loudoun County provides fifteen (15) units of Permanent Supportive Housing (PSH) for the chronically homeless population and housed eighteen (18) households in PSH during at the end of 2018. Households in PSH receive ongoing intensive case management (tailored to household needs) to promote self-sufficiency and stability in housing.

The Loudoun Continuum of Care participates in a statewide initiative focused on reducing veteran homelessness. Regional Supportive Services for Veterans providers provide linkages to housing and services for Veterans. Connections also exist with the VA Medical Center and the Wounded Warrior Program. Loudoun County has a Veteran Services Coordinator that assists veterans with access to housing, employment, and other services. Services for homeless and precariously housed youth are provided by Loudoun County Schools McKinney-Vento Program and by the non-profit, Mobile Hope. The Loudoun Housing Choice Voucher Program has identified homelessness as a type of preference on the program waitlist.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Loudoun County has a strong base of homeless prevention services. Non-profit organizations providing financial assistance for rent and utilities include Catholic Charities, The Salvation Army, Loudoun Cares, INMED Homelessness Prevention Program, Tree of Life Ministries, and Friends of Loudoun Mental Health. Several local churches also offer some financial assistance. Friends of Loudoun Mental Health provides rent supplements to special needs households with serious mental illness to prevent homelessness. INMED's home-based case management addresses life skills, budgeting, and access to mainstream resources. Loudoun Department of Family Services (DFS) offers locally funded emergency rent aid in addition to other services to help with basic needs. The Homeless Prevention and Diversion Program operated by DFS provides financial aid and case management to extremely low income households. Mobile Hope is a non-profit that assists precariously housed and homeless youth with resources to meet basic needs, such as food and clothing. In 2017 they began providing emergency assistance with short-term housing for transition-aged youth ages 18 to 24 in situations where emergency shelter beds or other housing accommodations cannot be located.

Discharge planning protocols for publicly funded institutions or systems of care focus on having a viable plan for housing upon discharge. In recent years, the Loudoun County Re-Entry Council has been active in

working to improve services available to offenders returning to live in the community.

Some offenders, especially those with a history of violent offenses or sex offenses, have high barriers to housing and other services. The Re-Entry Council works to address housing and other needs for offenders. A faith-based provider in western Loudoun County provides some transitional housing, life skills and ESL classes, budgeting, and job search workshops. Employment Services are provided by the one-stop Workforce Resource Center of Loudoun County Government, Crossroads Jobs, a local non-profit, and several faith-based providers in eastern and western Loudoun.

Discussion

Emergency Shelters and Transitional Housing programs, non-profits, and faith-based providers in the County offer a variety of shelter, housing, case management, life skills classes and job search services to assist low and moderate income households to obtain and maintain housing. The services described above and provided to the homeless and non-homeless special needs communities, directly relate to the one-year goals in the Plan. Permanent supportive housing, homeless prevention, job training and intensive case management are priority needs that are addressed by the activities. The Continuum of Care has been active this year in implementing an improved Coordinated Entry System (CES) to facilitate access to prevention, shelter, and housing services for homeless and at-risk households with the most critical needs for these services. DFS is still overseeing the CES Intake Line. Large number of singles requesting emergency shelter, providers, and community continue to make referrals for households needing to access homeless services. The CES process will be evaluated and changes to improve effectiveness will be implemented as needed.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The housing policies adopted by the Board of Supervisors (BOS) in 2007 address some of the potential barriers to developing affordable housing and may result in an increase in the supply of affordable housing in the County. A variety of actions planned to promote the development of affordable housing in the County are being actively implemented.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The County may establish other incentives, such as density bonuses; expedited application review; reductions or waiver of permit, development, and infrastructure fees or capital facilities contributions; tax credit programs; and zoning modifications to meet housing goals and objectives. The County may maintain an inventory of County-owned real property and may consider the use of this property by nonprofit, public and private sector entities to incentivize residential development for unmet housing needs when consistent with other Plan policies.

A Housing Stakeholders Group was convened in 2013-2014 which developed forty-five (45) recommendations that were embraced by the (BOS). As a result of the recommendations, staff and the Housing Advisory Board have implemented several key projects including completion of a Housing Needs Assessment (released in 2017); conducting a build-out analysis to quantify current and anticipated affordable housing stock (completed in 2016); establishing an Affordable Housing Development Team to work with affordable housing developers (established in 2016); develop and implement a marketing plan to disseminate information about County housing programs.

In April 2016 the BOS approved the Zoning Ordinance Amendment (ZOAM) project to revise provisions of Article 7 to address policies that may impede affordable housing development. The County reviewed the Housing Trust Agreement together with portions of Article 7 and Chapter 1450 of the County Codified Ordinances which define the income levels of households eligible to be purchase or to rent County ADUs. The purpose of the review is to determine if it may be possible to expand use of Housing Trust Funds to benefit households at additional income levels (below 30% of AMI and above 70% of AMI).

In February 2017 the Loudoun County Housing Needs Assessment was completed, fulfilling one of the Housing Stakeholders Group key recommendations.

In October 2017, the BOS convened a Housing Summit to focus on housing needs in the County. As a

result, the BOS directed County staff to begin implementing the following actions: develop a public land inventory to identify potential land for development of affordable housing, amend zoning ordinances to incentivize affordable housing development, and develop a formal revolving loan program for the Loudoun County Housing Trust Funds as a resource for housing developers seeking to develop affordable housing. These efforts will continue in 2019 - 2020.

Additional progress made by the County include:

- Developed an Affordable Multi-family Rental Housing Loan Program to provide loans to affordable housing developers.
- Convened Housing Summit and Post Summit Focus Groups (Oct. 2017 & Feb. 2018).
- Developed public land inventory to offer free land to affordable housing developers.
- Review of zoning ordinances to remove barriers to affordable housing.
- Published Housing Premier which explains the County's housing programs and initiatives.
- Hired a housing analyst and a housing finance program manager.

Discussion:

Some or all of the policies outlined above may be used to support the development of affordable housing and to address potential negative effects of policies that may present barriers to affordable housing. The County is currently undertaking the "Envision Loudoun" initiative to develop a new Comprehensive Plan for the County. The project began in 2016 and will continue in phases through County FY 2020. A housing sub-committee was formed to develop policies to address the County's housing needs as part of the comprehensive planning process.

AP-85 Other Actions – 91.220(k)

Introduction:

The following section addresses the strategies the County will use to foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

- Continue implementation of the Marketing Plan for County housing programs.
- Develop on-line webinars for homebuyer education classes.
- Participate in local and regional events such as the Northern Virginia Housing Expo.
- Present information on housing programs to community groups, housing organizations and other entities to raise awareness of affordable housing options among county residents.
- Implement Board of Supervisor's actions that resulted from the October 2017 Housing Summit.

Current (2018-2019), CDBG-funded activities also contribute to meeting underserved needs. CDBG funds supported the long term lease and some operation costs of a center serving at-risk youth and families in an eastern-Loudoun neighborhood that has a high rate of poverty and a large immigrant population. The Center provides after-school activities, youth mentoring, ESL classes, childcare, life skills and financial education classes for adults and summer camp for children.

Healthcare, homeless prevention, and job search assistance and placement are CDBG-funded services for low and moderate-income households.

Lastly, transportation services in Loudoun County, Town of Leesburg, are currently being improved by the installation of one-hundred (100) new bus signs throughout Town, installation of two (2) new bus shelters, and the construction of a new sidewalk adjacent to the Department of Family Services. These improvements will address the commute experience of Loudoun County residents, especially benefit recipients (including those that receive mental health services) that visit DFS.

Actions planned to foster and maintain affordable housing

An ongoing CDBG-funded affordable housing project rehabilitates houses owned and occupied by low and moderate income residents. The rehabilitation may include the addition of accessible accommodations for the physically disabled. A County Program, introduced in 2013, provides small grants to assist elderly and/or disabled homeowners with emergency repairs and/or accessibility equipment. The County will continue these Programs and will explore options for additional programs to support low-income persons

needing accessibility modifications in rental housing.

The County's Affordable Dwelling Unit Program is designed to provide affordable rental and for-sale housing. Housing is available to all citizens, with priority given to income eligible persons who live and work in the County. Household income must be 30% or greater but not exceed 70% of the median income for the area. The Housing Choice Voucher (HCV) Program provides low income families, older adults, the disabled and the homeless with safe, decent, and sanitary housing at prices they can afford.

In 2008, the Board of Supervisors allocated \$500,000 to purchase foreclosed Affordable Dwelling Units (ADUs) to preserve and resell these to qualified certificate holders, establishing the ADU Foreclosure Purchase Program. As of July 2018, 22 ADUs have been purchased and re-sold to ADU participants.

Loudoun County administers several loan assistance programs for people purchasing a home in the County. The Public Employee Homeownership Grant Program (PEG) provides grant amounts of \$10,000 to current moderate income public and public school employees to purchase a home in the County. The Down Payment and Closing Cost (DPCC) Assistance Program provides assistance to first-time homebuyers through a second trust loan. The County introduced the Affordable Market Purchase Program (AMPP) in 2013. AMPP provides proffered newly constructed, affordable for-sale housing for income-eligible residents who live and work in the County. Eligible first-time homebuyers must have a total household income of between 70% and 100% of the Area Median Income.

In December 2008 the Board of Supervisors allocated \$3.0 million to capitalize the Housing Funds. The purpose of the Housing Funds is to provide loans and grants to non-profit housing developers to help them increase the supply of affordable housing in the County either through new construction or rehabilitation. The County has implemented a Permanent Supportive Housing (PSH) program to serve chronically homeless households with affordable rental housing, combined with intensive case management. At this time seventeen (17) PSH units are occupied serving twenty-six (26) persons (single individuals and families). The County will continue to seek HUD Continuum of Care Grant funds and state homeless and special needs grant funds to continue the PSH program and to expand the program and/or to support the development of other housing supports.

The non-profit, Loudoun Habitat for Humanity, has acquired and rehabilitated twenty (20) housing units with CDBG funds. The units have been sold to qualifying low-income partner families. Habitat is included in this year's Plan.

Actions planned to reduce lead-based paint hazards

In an effort to reduce any lead-based paint hazards in properties built before 1978, the County has contracted with lead-based paint contractors to assess qualified properties that are to be rehabilitated as part of the Loudoun County Home Improvement Program (LCHIP). Documentation on compliance is

included in each project file in accordance with the Lead-Safe Housing Rule. In addition, written information on lead-based paint hazards is provided to homeowners involved with LCHIP, landlords, and clients participating in the Housing Choice Voucher Program. All LCHIP contractors have been trained as EPA certified renovators. CDBG-funded housing activities and rehabilitation projects are monitored for compliance with Lead-Safe Housing regulations as part of the 24 CFR Part 58.6.

Local Rapid Rehousing Programs must also conduct lead-based paint inspections for all properties built prior to 1978 if the properties are to be occupied by families with children. The Loudoun County Health Department provides services to children in instances where elevated levels of lead have been identified in children. The Health Department participates with the Lead-Safe Virginia Program.

Staff that provides state-funded homeless prevention and rapid re-housing services also play a role in reducing lead-based paint hazards. These staff perform basic home inspections prior to a household moving into a unit that they will lease for the first time. Staff are required to take HUD Lead-Based Paint Visual Assessment training and perform visual inspections following the training guidelines. The inspection process helps to ensure that children in low-income households are able to live in a safe environment.

Actions planned to reduce the number of poverty-level families

The Department of Family Services (DFS) will continue to sponsor the Family Self Sufficiency Program (FSS) that provides Housing Choice Voucher participants the opportunity to achieve economic independence over a five year period. A case manager is linked with the family to develop an individual plan that includes mentoring, budget counseling, linking to employment and career services and other community resources. As their income increases, the program funds an escrow account for participants based on a HUD-specific formula. The funds in the escrow account are provided to the participants at the successful completion of their contract. Funds are typically targeted for homeownership or paying for advanced education. As of July 1, 2018, 29 households have been served.

During the next year, the Career Support Services Specialists staff will serve participants in the Virginia Initiative for Employment not Welfare Program (VIEW), the Workforce Innovation and Opportunities Act (WIOA), and the general job-seeking public. The Workforce Resource Center (WRC) connects job seekers with employers and provides services to businesses. Workforce services for teens and youth up to age 21 are also provided, including a summer employment program.

In November 2018 the Loudoun County's Employee Advisory Committee recognized the WRC's planning team for their outstanding performance and contributions during Workforce Development Month. Recent, the WRC implemented improvements in accessibility, staffing, and outreach. Accessibility: new signage throughout DFS were posted, to include braille; the acquisition of new assistive technology; and a new link (Resource Navigator Link) accessible 24/7. Staffing: two new positions were filled, an employment coach and a resource navigator. Outreach: *Coffee with a Career Counselor*, implemented in September 2018,

offers job seekers the opportunity to meet with a job counselor to address their specific needs. Meetings take place at area coffee shops in Ashburn, Leesburg, Purcellville, and Sterling.

The non-profit, Crossroads Jobs, provides job readiness and job placement services. Several faith-based groups also provide job search support. These programs have increased access to employment services in the County to help persons secure jobs and increase income. Case managers working in various local programs routinely refer customers to these valuable employment services.

During the next year DFS Career Support Services Unit will continue to provide subsidized child care services to recipients of TANF/VIEW, allowing parents to return to work and continue education. The Childcare Fee System Program provides a childcare subsidy for eligible low income families that need childcare while working, in training or in school. The Head Start Wrap-Around Program provides a childcare subsidy for families who are receiving Head Start or Early Head Start services. A Quality Initiative Grant provides educational workshops for childcare providers to promote quality child care and starting child care businesses.

During the next year DFS will continue to provide vouchers and subsidized transportation to older adults, persons with disabilities, and extremely low-income persons for medical appointments, job training and commute to employment sites. The County annually conducts public input sessions to obtain information on local transit needs and effectiveness of bus routes; the information is used to improve transit services for all residents to include low income and special needs households.

Several organizations in the community provide services and resources to support Loudoun residents of a variety of cultural and ethnic backgrounds. Some of these services are located in communities in eastern Loudoun County, which have seen an increase in immigrant populations and also have a slightly higher poverty rate than other areas in the County. This year CDBG-funded public service programs will serve extremely low income and low income at-risk families and individuals. Job search and placement services will be provided to help adults obtain employment. A community service center in a low-income eastern Loudoun community will provide a variety of services, education, summer camp, and after-school activities for low-income families and individuals. A local homeless shelter and case management service provider will continue its Six Step to Self-Sufficiency Emergency and Transitional Housing Program for families in need.

Actions planned to develop institutional structure

During year sixteen of Loudoun County's CDBG Entitlement Program, the Family Services Advisory Board (FSAB), in coordination with the Board of Supervisors, will continue to take the lead in implementing the CDBG Program. As a result of their feedback, community outreach was increased to ensure that a cross-section of service providers and businesses benefiting low and moderate income persons were aware of the availability of CDBG funds. During the County FY 2020 the FSAB will work with CDBG Program staff to

identify and implement improvements to the annual CDBG application and funding process.

During FY 2018, the County coordinated with a non-profit fair housing organization and held two (2) workshops regarding HUD's Affirmatively Furthering Fair Housing regulations. One workshop targeted public, County, and Town government staff. The second workshop was open to the general public. The workshops were well-attended and provided an opportunity to engage in discussions on gaps in housing services and fair housing issues with community members, including local advisory board members. The County will utilize information learned in these workshops in evaluating its Analysis of Impediments to Fair Housing. Stakeholders that attended the workshops will be informed about opportunities to provide input on the consolidated plan and fair housing activities. The County will also engage with local advisory boards that support services to older adults, persons with disabilities, and persons impacted by mental health or developmental disabilities.

The County has made it a priority to expand outreach effort to market housing programs. The County routinely makes presentations about finance programs for first-time homebuyers and homeowners needing home rehabilitation services. In March 2019, Loudoun County Housing Division staff will be attending the annual Northern Virginia Housing Expo in Arlington, VA. Appropriate boards and commissions will be kept informed of CDBG activities- particularly as they relate to the development and preservation of affordable housing. In addition, the CDBG program will continue to nurture relationships with nonprofit agencies and community-based organizations with an emphasis on increasing the participation of minority and faith-based groups. Many of these agencies and organizations actively participate in the community input process and provide comments on funding priorities.

The Loudoun County Continuum of Care (CoC) added a Governance Board in December 2014. This advisory Board has developed greatly over the past years; it continues to work proactively with the CoC General Membership group to develop and implement an improved entry process for persons in Loudoun County that seek help due to homelessness or risk of losing their homes. The Governance Board provides structure and support to the CoC General Membership to enhance its efforts to prevent and reduce homelessness in the County and to raise public awareness on homeless needs. The County will continue to work with the business community and private industry to implement housing, economic, and community development priorities in the Plan.

Actions planned to enhance coordination between public and private housing and social service agencies

The County will continue efforts to enhance coordination between public and private housing agencies and among private and governmental health, mental health, and service agencies. During the year, the County will continue to seek input from groups such as the Continuum of Care (CoC) on housing, health, social service and community development activities. The CoC (including its General Membership group and Governance Board) is the oversight organization for the County's homeless planning process. It is also

tasked with developing and submitting federal and state funding applications to secure funding for homeless housing, financial assistance, and services. The CoC's membership includes representation from the public and private sectors, community groups, non-profit organizations, and faith-based organizations.

The County will continue participation in the Loudoun Human Services Network, a local coalition of non-profit human services providers. County participation provides an opportunity to both, sharing information with important group of community organizations and learning about pressing community issues and needs. Bi-monthly meetings offer an opportunity to share resources and promote community events related to human services and housing. Information on the annual CDBG competitive application process is also shared with this group of service providers.

The County will continue to work closely with appropriate local and regional boards, commissions, and non-profit housing development organizations to address the issue of affordable housing. Outreach activities in the next year will target the business community, faith-based organizations and minority populations. Loudoun County will continue to participate in the annual Northern Virginia Housing Expo which provides an opportunity to build connections with non-profit, private housing developers, and financial institutions. The County will also continue to participate with regional jurisdictions as a participant in the Washington Metropolitan Region Council of Governments (COG). A member of the County Board of Supervisors serves in an executive leadership position of this body. Staff from various County Departments serve on the COG Committees, the Housing Director's Committee, and the Homeless Services Committee.

Discussion:

A variety of actions are planned by the County over the next year to foster and maintain affordable housing, reduce the number of poverty-level families, address lead-based paint hazards, develop the institutional structure for carrying out these actions, and enhance coordination among housing and human service agencies in the public, private, and faith-based sectors of the community and region.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l) (1, 2, 4)

Introduction:

The following information relates to CDBG program specific requirements. Loudoun County does not receive HOME funds

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l) (1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	22,785
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	22,785

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	92.00%

Appendix Contents

Appendix A: Citizen Participation Information for Loudoun AAP 2019-2020

Appendix B: Fiscal Year 2020 Proposed CDGB Funding Allocation

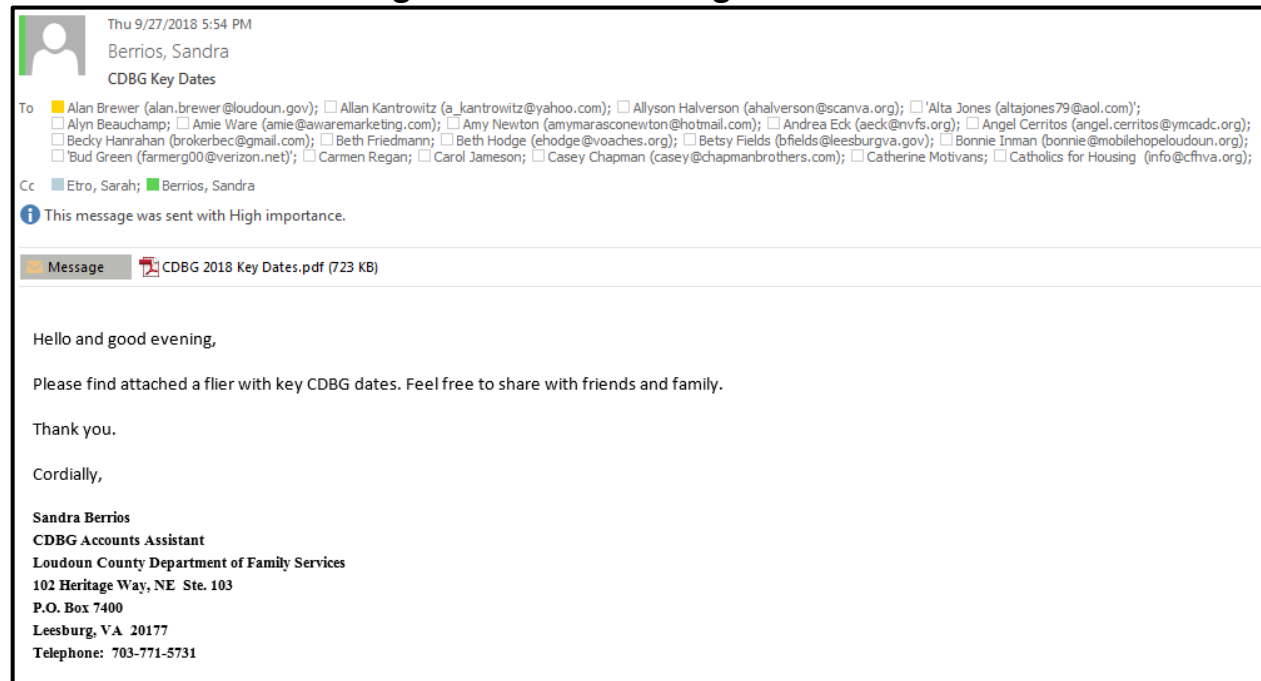
Appendix C: Loudoun County 2019-2020 Annual Action Plan, Unique
Appendix

Appendix D: Application for Federal Assistance SF-424 & SF-424D &
Certifications (space holder)

Appendix A: Citizen Participation Information for Loudoun AAP 2019-2020

- 1.1 CDBG Internal Mailing List – Public Hearing 1 Outreach
- 1.2 Ad for Public Hearing 1- Loudoun *Times Mirror*
- 1.3 Affidavit of Publisher for Public Hearing 1
- 1.4 Publisher’s Notice for Public Hearing 1
- 1.5 Minutes – Public Hearing 1
- 1.6 Loudoun County’s News Release – Community Development Grant Process
- 1.7** CDBG Internal Mailing List – 30-Day Comment Period Outreach
- 1.8 Ad for 30-Day Comment Period – *Loudoun Times Mirror*
- 1.9 Affidavit of Publisher for 30-Day Comment Period
- 1.10 Publisher’s Notice for 30-Day Comment Period
- 1.11** CDBG Internal Mailing List – Board of Supervisors’ Public Hearing
- 1.12 Ad for Board of Supervisors’ Public Hearing- *Loudoun Times Mirror*
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- 1.15 Minutes – Board of Supervisors’ Public Hearing
- 1.16 Copy Teste- Board of Supervisors’ Approval of Annual Action Plan

1.1 CDBG Internal Mailing List – Public Hearing 1 Outreach



From: Berrios, Sandra

Sent: Thursday, September 27, 2018 5:54 PM

To: Alan Brewer (alan.brewer@loudoun.gov) <alan.brewer@loudoun.gov>; Allan Kantrowitz (a_kantrowitz@yahoo.com) <a_kantrowitz@yahoo.com>; Allyson Halverson (ahalverson@scanva.org) <ahalverson@scanva.org>; Alta Jones (altajones79@aol.com) <altajones79@aol.com>; Alyn Beauchamp <alyn@goodworksva.com>; Amie Ware (amie@awaremarketing.com) <amie@awaremarketing.com>; Amy Newton (amymarasconewton@hotmail.com) <amymarasconewton@hotmail.com>; Andrea Eck (aek@nvfs.org) <aek@nvfs.org>; Angel Cerritos (angel.cerritos@ymcad.org) <angel.cerritos@ymcad.org>; Becky Hanrahan (brokerbec@gmail.com) <brokerbec@gmail.com>; Beth Friedmann (beth.friedmann@LCSJ.org) <beth.friedmann@LCSJ.org>; Beth Hodge (ehodge@voaches.org) <ehodge@voaches.org>; Betsy Fields (bfields@leesburgva.gov) <bfields@leesburgva.gov>; Bonnie Inman (bonnie@mobilehopeloudoun.org) <bonnie@mobilehopeloudoun.org>; Bud Green (farmerg00@verizon.net) <farmerg00@verizon.net>; Carmen Regan <cregan@nvdadmin.org>; Carol Jameson <cjameson@hwnova.org>; Casey Chapman (casey@chapmanbrothers.com) <casey@chapmanbrothers.com>; Catherine Motivans <Catherine.Motivans@loudoun.gov>; Catholics for Housing (info@cfhva.org) <info@cfhva.org>; Charlotte Fosque (cfosque@speechhearing.org) <cfosque@speechhearing.org>; Cindy Quick (cindy@cindyquick.com) <cindy@cindyquick.com>; Clarice Dieter (clariced20197@yahoo.com) <clariced20197@yahoo.com>; clscrossroadsjobs@gmail.com; Covington Brown (cbrown@hwnova.org) <cbrown@hwnova.org>; Dale Lehnig (dlehnig@purcellvilleva.gov) <dlehnig@purcellvilleva.gov>; David Goodfriend (David.Goodfriend@loudoun.gov) <David.Goodfriend@loudoun.gov>; David Kersey (dkersey@rockcreekcos.com) <dkersey@rockcreekcos.com>; David R. Simpson (hamilton.va@comcast.net) <hamilton.va@comcast.net>; David Wilson (fgse007@msn.com) <fgse007@msn.com>; Deb Stopak (Deb.stopak@myskillssource.org) <Deb.stopak@myskillssource.org>; Denise Farrington (denise.farrington@loudoun.gov) <denise.farrington@loudoun.gov>; Dennis Siepmann (rxgrant5@yahoo.com) <rxgrant5@yahoo.com>; Dominique Poirer (dominique@justneighbors.org) <dominique@justneighbors.org>; Donna Fortier (donna@mobilehopeloudoun.org) <donna@mobilehopeloudoun.org>; Doris Ray (dorisr@ecnv.org) <dorisr@ecnv.org>; Ellen Skogsberg (ellen.skogsberg@gmail.com) <ellen.skogsberg@gmail.com>; Erin McKenney (erin@justneighbors.org) <erin@justneighbors.org>; Esther Price-Johnson (netwritergran@aol.com) <netwritergran@aol.com>; Fabiha Kumari (fabiha@rockcreekcos.com) <fabiha@rockcreekcos.com>; Fred McClmans (fred@fredmclmans.com) <fred@fredmclmans.com>; G. Kimball Hart (kim@goodworksva.com) <kim@goodworksva.com>; Glenda Parson (gpars3@aol.com) <gpars3@aol.com>; Gloria Mpofu (info@givingothers.org) <info@givingothers.org>; Hanley, Judith <Judy.Hanley@loudouncac.org>; Hooper Mccann (hmccann@purcellvilleva.gov) <hmccann@purcellvilleva.gov>; Jacqueline Halbig (jacquelinehalbig@hotmail.com) <jacquelinehalbig@hotmail.com>;

'Janice K Coe (janicekcoe@aol.com)' <janicekcoe@aol.com>; Jean Damon (dandelionmeadow2grow@gmail.com) <dandelionmeadow2grow@gmail.com>; Jeannie Cummins (j.cummins@dbhds.virginia.gov) <j.cummins@dbhds.virginia.gov>; Jeff Kost <jkost@capitalcaring.org>; Jeff Walsh (jeffwalsh2011@gmail.com) <jeffwalsh2011@gmail.com>; Jennifer Asumah (Jennifer.asumah@loudoun.gov) <Jennifer.asumah@loudoun.gov>; Jennifer Montgomery (jmontgomery@interfaithrelief.org) <jmontgomery@interfaithrelief.org>; Jessica Foster <jfoster@hwnova.org>; Joanne Trimmer (joannetrimmer@ryanbartelfoundation.org) <joannetrimmer@ryanbartelfoundation.org>; Joey Coburn <joey@loudounfriends.org>; Joy Chalk (joychalktemporary@gmail.com) <joychalktemporary@gmail.com>; 'Judy Hanley (drjudyhanley@aol.com)' <drjudyhanley@aol.com>; 'Judy Hines (judy.hines@verizon.net)' <judy.hines@verizon.net>; Julie Dwyer-Allen (jdwyerallen@comres.org) <jdwyerallen@comres.org>; Karin Fellers (kfellers@lovettsvilleva.gov) <kfellers@lovettsvilleva.gov>; Katarzyna Bochenek (kasia.bochenek@ymcad.org) <kasia.bochenek@ymcad.org>; Kate Trask (ktrask@leesburgva.gov) <ktrask@leesburgva.gov>; KC LeBlanc (kc@mobilehopeloudoun.org) <kc@mobilehopeloudoun.org>; 'Kim Hart (hmpi2000@aol.com)' <hmpi2000@aol.com>; Kris Hollins (khollins@comres.org) <khollins@comres.org>; Kristin Brown (Kristin.Brown@loudoun.gov) <Kristin.Brown@loudoun.gov>; Kurt Keokuk (kurt.keokuk@loudoun.gov) <kurt.keokuk@loudoun.gov>; Laszlo Palko (townmanager@lovettsvilleva.gov) <townmanager@lovettsvilleva.gov>; Laura Trask (LauraT@ayuda.com) <LauraT@ayuda.com>; 'Lauren Deigh (laurensd@aol.com)' <laurensd@aol.com>; Leeman, Betsy <bleeman@comres.org>; Leslie Mazeska - Loudoun Literacy (lmazeska@loudounliteracy.org) <lmazeska@loudounliteracy.org>; 'Leyla Serway (lserway@nvfs.org)' <lserway@nvfs.org>; Lisa Grant (lisa@ayuda.com) <lisa@ayuda.com>; Loudoun County Small Business Dev (sbdc@loudounsbd.org) <sbdc@loudounsbd.org>; Loudoun Volunteer Caregivers (bmendoza@lvcaregivers.org) <bmendoza@lvcaregivers.org>; Marcia Keene (marcia.keene@loudoun.gov) <marcia.keene@loudoun.gov>; Margaret Appel (mappel@lvcaregivers.org) <mappel@lvcaregivers.org>; Margaret Graham (margaret.graham@loudoun.gov) <margaret.graham@loudoun.gov>; Maria Vasquez-Alvarez (mvasquez@inmed.org) <mvasquez@inmed.org>; 'Mark McGregor (mark@vatransit.org)' <mark@vatransit.org>; Mary Ann Floto (mfloto@uwnca.org) <mfloto@uwnca.org>; Mary Jane Panek (mjpanek@comres.org) <mjpanek@comres.org>; Mary-Lynn Lasco (mlasco@inmed.org) <mlasco@inmed.org>; Melissa Heifetz <MHeifetz@paxtoncampus.org>; Melissa Hynes (mhynes@roundhillva.org) <mhynes@roundhillva.org>; Micheal Ryan (sterlinglions@verizon.net) <sterlinglions@verizon.net>; Michele Kasen (michele.kasen@loudoun.gov) <michele.kasen@loudoun.gov>; Michelle Lautenschlager (mlautenschlager@legacyfarmsvirginia.org) <mlautenschlager@legacyfarmsvirginia.org>; Mike Trivett (mtrivett@cfellowship.org) <mtrivett@cfellowship.org>; 'Nancy Fix' <nff033147@aol.com>; Patricia Bunting (pbunting@voaches.org) <pbunting@voaches.org>; Patrick Sullivan (psullivan@purcellvilleva.gov) <psullivan@purcellvilleva.gov>; Paula Fitzgerald (paula@ayuda.com) <paula@ayuda.com>; 'Phil Bzydk (apple.house.contracting@juno.com)' <apple.house.contracting@juno.com>; Rachel Sposito (rsposito@loudounfreecclinic.org) <rsposito@loudounfreecclinic.org>; Raymond J. Walker <Raymond.Walker@loudoun.gov>; Rich Williams (rwilliams@leesburgva.gov) <rwilliams@leesburgva.gov>; 'Robin Weisman (Rgee1156@aol.com)' <Rgee1156@aol.com>; Rock Schuler (rgeorge@comres.org) <rgeorge@comres.org>; Roger Vance (roger.vance@weiderhistorygroup.com) <roger.vance@weiderhistorygroup.com>; Roger Vance (rogerlvance@gmail.com) <rogerlvance@gmail.com>; 'Salvation Army (Keith.null@uss.salvationarmy.org)' <Keith.null@uss.salvationarmy.org>; Sarah C. Etro <sarah.coyleetro@loudoun.gov>; Shannon Sink (shannon.sink@loudoun.gov) <shannon.sink@loudoun.gov>; Sharon Frost (sfrost@nvfs.org) <sfrost@nvfs.org>; Shiela Kelly (sheilakelly9@msn.com) <sheilakelly9@msn.com>; Shraddha Pandey (shraddhapandey5@gmail.com) <shraddhapandey5@gmail.com>; Skill Source Group (seema.jain@myskillsource.org) <seema.jain@myskillsource.org>; Sonia Quinonez <soniaq@scanva.org>; Stephanie Barnes (stephanie@justneighbors.org) <stephanie@justneighbors.org>; Stephanie Foran (sforan2@gmail.com) <sforan2@gmail.com>; 'Sue Hogan (familyserve@salvationarmyloudoun.com)' <familyserve@salvationarmyloudoun.com>; Sue Khalil (suek@loudouncares.org) <suek@loudouncares.org>; 'Susan Snyder (skelsny@aol.com)' <skelsny@aol.com>; Susana Calley (swcalley@msn.com) <swcalley@msn.com>; Tanya Bittenbender (tbittenbender@loudounliteracy.org) <tbittenbender@loudounliteracy.org>; Therese Cashen (tcashen@loudounhabitat.org) <tcashen@loudounhabitat.org>; Tim Butka (tim@butkafamily.com) <tim@butkafamily.com>; Tim Johnson (tjohnson@uwnca.org) <tjohnson@uwnca.org>; Tom Brandon (tbrandon@leesburgva.gov) <tbrandon@leesburgva.gov>; Tom Wilson (twilson@nvdadmin.org) <twilson@nvdadmin.org>; Tracee Garner (traceeg@ecnv.org) <traceeg@ecnv.org>; Vickie Koth (vkoth@goodshepherdalliance.org) <vkoth@goodshepherdalliance.org>; Victor D'Amato (vdamato@atriumehs.com) <vdamato@atriumehs.com>; Walter Buchanan III (webuchanan@gmail.com) <webuchanan@gmail.com>; Wayne Ruckman (wruclman@tolministries.org) <wruclman@tolministries.org>; Yvette Castro-Green (ycgreen@verizon.net) <ycgreen@verizon.net>; 'Carol Smith (carol.smith@crossroadsjobs.org)' <carol.smith@crossroadsjobs.org>; 'Detra Ganis (dganis@loudounhabitat.org)' <dganis@loudounhabitat.org>; 'Robine Hardey' <rhardey@hwnova.org>; 'Scott Klucken' <sklucken@hwnova.org>; 'Yabduallah@paxtoncampus.org' <yabduallah@paxtoncampus.org>; 'Bonnie Inman (bonnie@mobilehopeloudoun.com)' <bonnie@mobilehopeloudoun.com>; 'John Stevens@crossroadsjobs.org' <john.stevens@crossroadsjobs.org>; 'mbilonick@ledcmetro.org' <mbilonick@ledcmetro.org>; 'mnemes@ledcmetro.org' <mnemes@ledcmetro.org>; 'ndompke@libertyspromise.org' <ndompke@libertyspromise.org>; 'rponichtera@libertyspromise.org' <rponichtera@libertyspromise.org>; 'Matthew Smith (msmith@paxtoncampus.org)' <msmith@paxtoncampus.org>; 'Stephanie Berkowitz (sberkowitz@nvfs.org)' <sberkowitz@nvfs.org>; 'Terri Lightle (tlightle@goodshepherdalliance.org)' <tlightle@goodshepherdalliance.org>; 'Lori Griffin (lori.griffin@loudoun.gov)' <lori.griffin@loudoun.gov>; edaga@nami-nova.org; Malinda Langford (mlangford@nvfs.org) <mlangford@nvfs.org>; Anne Geiger (AGEiger@LEESBURGVA.GOV) <AGEiger@LEESBURGVA.GOV>; Betsy Arnett - Town of Leesburg (barnett@leesburgva.gov) <barnett@leesburgva.gov>; Tara Jensen (tjensen@loudounhabitat.org) <tjensen@loudounhabitat.org>

Cc: Etro, Sarah <sarah.coyleetro@loudoun.gov>; Berrios, Sandra <Sandra.Berrios@loudoun.gov>

Subject: CDBG Key Dates

Importance: High

Hello and good evening,

Please find attached a flier with key CDBG dates. Feel free to share with friends and family.

Thank you.

Cordially,

Sandra Berrios
CDBG Accounts Assistant
Loudoun County Department of Family Services
102 Heritage Way, NE Ste. 103
P.O. Box 7400
Leesburg, VA 20177
Telephone: 703-771-5731

Note: The information contained in this message is intended for use by the individual to whom it is addressed and may contain information that is privileged and confidential. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copy of this communication is strictly prohibited. If you receive the communication in error, please notify the sender immediately.

Annual Action Plan
2019

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1.2 Ad for Public Hearing 1 – *Loudoun Times Mirror*

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1.3 Affidavit of Publisher for Public Hearing 1

[Space holder]

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1.4 Publisher's Notice for Public Hearing 1

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1.5 Minutes – Public Hearing 1

**LOUDOUN COUNTY DEPARTMENT OF FAMILY SERVICES
Public Hearing on Housing and Community Development Needs
102 Heritage Way, NE, Leesburg, VA – Shenandoah Room
October 22, 2018 – 6:00 pm**

ATTENDEES:

Family Services Advisory Board Member (FSAB): Rusty Foster, Chair.

Department of Family Services (DFS) Staff: Sarah Coyle Etro, Assistant Director, and Sandra Berrios, CDBG Program Assistant.

Speakers:

KC LeBlanc – Mobile Hope

Katy Tyrell Reed- Executive Director, Middleburg Community Center

Jennifer Alves- Disability Service Board Member and the Arc of Loudoun

Celeste de Alves – general public

Shelly Rodriguez- DFS Workforce Resource Center

Donna Fortier – FSAB Member and Mobile Hope

Meg Asaro- DFS Housing Choice Voucher

Nicole Acosta- FSAB Member and Community Foundation for Loudoun and Northern Fauquier Counties

Rusty Foster introduced himself and welcomed the attendees, prompting them to introduce themselves and the organization they represent.

Sarah Coyle Etro introduced herself and DFS Staff and proceeded to instruct attendees to share information related to what they are doing and what they are seeing in the community, concerns that this program can address.

KC LeBlanc stated concern that 18-24 year olds have a difficult time with housing. She expressed that these individuals cannot rent a hotel and they rely on Mobile Hope in order to rent a hotel and have a safe place to sleep when shelters are not available or have reached the maximum capacity.

Katy Tyrell Reed stated that her organization is funded and run by private citizens and that it receives no County support. She further explained that Loudoun County Parks and Recreation used to run an office out of the Community Center for over thirty (30) years, but this ended in 2017. The Community Center currently runs different programs to offset the lost revenue.

Tyrell Reed further stated that Middleburg actually has over 12% poverty rate, that the median household income is \$43,000, and that the Community Center is their public space; the nearest public space is over 14 miles away in Dulles- not in their community- followed by a center in Purcellville, 16 miles away.

Tyrell Reed lastly stated that investing in Middleburg offers great returns to the County.

Jennifer Alves stated she's a five-year member of the Arc of Loudoun as a receptionist and self-advocate public speaker on the challenges peoples with disability face. Specifically, affordable housing and public transportation.

Celeste de Alves presented herself as the mother of Jennifer Alves and expressed her concern with her daughter's struggle in meeting monthly rental cost, with the fact that if she works a bit more she won't qualify for social security benefits, that her daughter's income is too low to qualify for a government subsidized apartment, and that her daughter cannot get a service dog as a companion/lifeline.

Shelly Rodriguez introduced herself as the supervisor of the Workforce Resource Center in DFS and as an interested citizen and observer.

Donna Fortier stated that the population they serve are pre workforce citizens in need of transitional housing, transportation, and mental health services. Fortier further stated that these individuals do not have references, don't have savings accounts, and don't qualify for affordable dwelling or workforce placement and that their barriers are incredible.

Fortier stated that these young men are coming out of jail and struggle to get an ID to start any type of public service and that creating transitional housing for these citizens is very necessary because currently there's nothing in place for this group of individuals.

Fortier further stated that "transportation and mental health are the other two huge things," if these young men overcome the housing and job barriers. Buses stop running while these young men are still at work, and "if they don't live on a bus route, how are they getting anyplace?"

Meg Asaro introduced herself as a housing counselor with the Housing Choice Voucher Program which is currently closed and expressed the realization that there are unmet needs and her involvement in trying to help people.

Nicole Acosta stated the need of additional workforce housing and more shelters for older adults and those with specific medical needs- including individuals with mental health issues.

Katy Tyrell Reed asked if the CDBG Matrix was a reference tool.

Sandra Berrios explained to Tyrell Reed that the CDBG Matrix Codes did not make it to the CDBG application because it's more of a reference tool for staff and it has never been incorporated into the actual application in the past.

Sarah Coyle Etro provided information on the upcoming CDBG funding projection for 2019-2020 projects. Coyle Etro further explained that these comments will be part of the 2019-2020 Annual Action Plan, but not part of the application review process. Nonetheless, it's a "record of need" for this year.

Sandra Berrios invited the attendees to also participate in the second public hearing before the Board of Supervisors around March 2019.

Donna Fortier asked if the County has an idea as to how many times hotels are used as emergency housing by the faith-based community, non-profit, and or correctional institutions.

Sarah Coyle Etro explained that the County does not keep this data, but it would not be too difficult to pull together. Coyle Etro further expressed that the main challenge is that there is no common registry where this data could be tracked by the faith-based community.

Donna Fortier expressed that keeping track of this data will help prove the point that the County lacks so many different types of housing options.

Nicole Acosta asked Fortier if the *Point-in-Time* captures any hotel-related question(s) and further expressed the concern that hotel managers might no longer admit individuals sponsored by faith based, non-profit, and or correctional institutions, mainly in part, because there are no large hotel network(s) in the area.

Acosta also expressed the issue with bed bug infestation brought about by individuals that move from hotels to local shelters.

KC LeBlanc expressed that the Sterling area is in need of resources and that the waiting list for those in need is long; the *William Waters House* has a four-year waiting period and the *Monroe House* in Leesburg has a five-year waiting period. "It's just devastating for these families trying to get either disabled person, a mentally ill person, an elderly person, anywhere- there's nothing" – said LeBlanc.

Jennifer de Alves expressed that it's difficult to really capture accurate data that accounts for how many people struggle with a disability. "There is such little data collected on how many people with disability use the bus service, how many people *need* to use the bus service but can't use the bus service." De Alves stated that there are big numbers.

No further comments were received and Foster reminded the attendees to submit their CDBG applications as thoroughly completed as possible.

The public hearing adjourned at approximately 6:40 p.m.

1.6 Loudoun County's News Release – Community Development Grant Process



Loudoun County, Virginia

www.loudoun.gov

NEWS RELEASE

Office of the County Administrator, Public Affairs and Communications
1 Harrison Street, SE, P.O. Box 7000, Leesburg, VA 20177-7000
703-777-0113 • Fax 703-771-5841

For Immediate Release
October 1, 2018

Media Contact: Glen Barbour, Public Affairs and Communications Officer
703-771-5086, Glen.Barbour@loudoun.gov

Community Development Block Grant Process Opens October 5

Loudoun County will open the application process for the Community Development Block Grant (CDBG) program Friday, October 5, 2018. The CDBG program provides funding on an annual basis for local projects that address a variety of housing, public service, and community development needs. Eligible applicants for CDBG funds include local nonprofit organizations and local government entities in Loudoun County or those mainly serving Loudoun County residents. Proposed projects should address the goals of the CDBG program which include providing affordable housing opportunities, revitalizing neighborhoods, renovating substandard housing, providing public services and expanding economic development opportunities, primarily for persons of low and moderate income.

Important dates and steps in the process are:

October 5: Application Release

The Loudoun County CDBG Competitive Application will be available beginning Friday, October 5, 2018 and will be open until Monday, November 5, 2018. The application packet will be available online at www.loudoun.gov/cdbg or by contacting CDBG Program Assistant Sandra Berrios at 703-771-5731 or sandra.berrios@loudoun.gov.

October 16: How to Apply Workshop

Groups interested in learning about how to apply for the Loudoun County CDBG Program are encouraged to attend an informative workshop on Tuesday, October 16, 2018, at 2:00 p.m. The workshop will be held in the Lansdowne Room on the second floor of the Shenandoah Office Building, 102 Heritage Way, NE, Leesburg. RSVP to Sandra Berrios at sandra.berrios@loudoun.gov.

October 22: Public Hearing on Housing and Community Development Needs

The Loudoun County Family Services Advisory Board will conduct a public hearing Monday, October 22, 2018, at 6:00 p.m. to gather input on addressing housing and community development needs. The public hearing will be held in the Shenandoah Room on the second floor of the Shenandoah Office Building, 102 Heritage Way, NE, Leesburg. No advance sign-ups are required.

November 5: Application Deadline

Applications for the Loudoun County CDBG Program must be submitted no later than 4:00 p.m., Monday, November 5, 2018. Please note that this is one hour earlier than last year. Staff members will be available to time-stamp applications. Late applications will not be accepted.

If you require a reasonable accommodation for any type of disability or need language assistance in order to participate in these activities, please contact the Department of Family Services at [703-777-0353](tel:703-777-0353) (V/TTY).

For more information about the Loudoun County CDBG program, contact Sandra Berrios at [703-771-5731](tel:703-771-5731) or sandra.berrios@loudoun.gov.



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1.7 CDBG Internal Mailing List – 30-Day Comment Period Outreach

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1.8 Ad for 30-Day Comment Period – *Loudoun Times Mirror*

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1.9 Affidavit of Publisher for 30-Day Comment Period

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1.10 Publisher's Notice for 30-Day Comment Period

[Space holder]

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1.11 CDBG Internal Mailing List – Board of Supervisors’ Public Hearing

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1.12 Ad for Board of Supervisors' Public Hearing – *Loudoun Times Mirror*

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1.13 Affidavit of Publisher for Board of Supervisors' Public Hearing

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1.14 Publisher's Notice for Board of Supervisors' Public Hearing

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1.15 Minutes - Board of Supervisors' Public Hearing

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1.16 Copy Teste – Board of Supervisors’ Approval of Annual Action Plan

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Appendix B - Fiscal Year 2020 Proposed CDBG Funding Allocation

PROJECT/ ORGANIZATION	PROJECT DESCRIPTION	CDBG AMOUNT REQUESTED	SCORE MEM 1	SCORE MEM 2	SCORE MEM 3	SCORE MEM 4	SCORE MEM 5	AVERAGE SCORE	RECOMMENDED FUNDING	NUMERICAL RANKING
Public Service Projects										
Six Steps to Self-Sufficiency Emergency & Trans. Housing (Good Shepherd)	Provide emergency and transitional housing to homeless and at-risk homeless individuals and families in Loudoun County.	30,000	100	105	99	103	78	97.00	30,000.00	1
Healthy Families Loudoun (INMED)	Provide case management for pregnant women, adolescents, families, and children.	67,345	91	90	91	90	89	90.20	53,876.00	2
Oral Health Program (Northern Virginia Dental Clinic)	Provide oral health care services to low-income and uninsured adult residents of Loudoun County.	32,000	95	80	97	77	80	85.80	19,200.00	3
Crossroads Jobs Job Counseling (Crossroads Jobs, Inc.)	Provide job search training and services to unemployed and under-employed Loudoun residents.	41,250	83	83	78	85	72	80.20	22,687.50	4
Primary Medical Care co-located with MHSADS (HealthWorks)	Provision of primary medical care to MHSADS clients with serious mental illness (SMI).	35,126	65	60	70	80	72	69.40	13,516.76	5
Housing Counseling Services (Latino Eco. Dev. Corp.)	Provide homeownership counseling services to low and moderate income residents in Loudoun.	50,000	46	90	52	67	61	63.20	11,942.40	6
Total CDBG Funds Recommended for	Public Service Projects	255,721							151,222.66	
Capital Projects		AMOUNT REQUESTED							AMOUNT RECOMMENDED	NUMERICAL RANKING
Mt. Sterling Senior Housing (Arlington Partnership for Affordable Housing)	Produce 98 new committed affordable rental senior apartments.	200,000	106	110	95	110	99	104.00	200,000.00	1
Family and Youth Opportunity Ctr. (INMED)	Leasing and operating costs for community center serving at-risk families and youth.	198,121	110	110	92	90	79	96.20	158,496.80	2
Existing Properties Program (Loudoun Habitat for Humanity)	Acquire and rehabilitate three (3) existing homes for resale to low-income Habitat partner families.	500,000	85	80	85	90	72	82.40	225,000.00	3
Mobile Food Pantry Vehicle (Loudoun Hunger Relief)	Obtain a vehicle to increase food distribution capacity.	50,000	84	83	82	90	69	81.60	23,940.70	4
Leesburg Bus Shelters (Leeburg)	Installation of six (6) new bus shelters.	170,250	60	50	70	85	55	64.00	42,562.50	5
Parking Lot Improvements (Middleburg Comm. Ctr.)	Milling, stripping, surfacing, and repaving Middleburg Community Ctr. parking lot.	33,328	26	30	20	28	43	29.40	0.00	6
Total CDBG Funds Recommended for	Capital Projects	1,151,699							650,000	
TOTAL Funding Recommended for	ALL Projects	1,407,420							801,222.66	

Appendix C – Loudoun County 2019-2020 Annual Action Plan, Unique Appendix

AP 85 Other Actions – 91.220(k):

Table below pertains to Actions planned to develop institutional structure:

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Board of Supervisors	Local Governing Body	CDBG Grantee	Loudoun County
Department of Family Services	Local County Department	Administers CDBG program	Loudoun County
Family Services Advisory Board	Citizen Board	Advises on CDBG program	Loudoun County
Continuum of Care	Local coalition on homelessness	Advises on homeless issues	Loudoun County
Non-profit Housing Developers	Non-profit	Develops affordable housing	Loudoun County and surrounding jurisdictions
Northern Virginia Regional Commission	Regional planning	Administers fair housing contract	Northern Virginia

Institutional Delivery Structure

Appendix D – Application for Federal Assistance SF-424 & SF-424D & Certifications

[Space holder. To be uploaded when the AAP is adopted.]

DRAFT